

CITY OF SOUTH FULTON, GEORGIA
South Fulton Service Center Auditorium, 5600 Stonewall Tell Road
Tuesday, October 24, 2017, 5:00pm & 7:00pm



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PUBLIC NOTICE

The Mayor and City Council invite you to

our next City Council Meetings

TUESDAY, OCTOBER 24, 2017

5:00 PM - Work Session

7:00 PM - Regular Meeting

South Fulton Service Center Auditorium

5600 Stonewall Tell Road

College Park, GA 30349

If you have any questions or concerns, please contact the City of South Fulton, City Hall at www.cityofsouthfultonga.gov or call 470-809-7700.



DIVIDER SHEET



The Honorable William “Bill” Edwards, Mayor
The Honorable Catherine F. Rowell, District 1, Mayor Pro Tem
The Honorable Carmalitha Gumbs, District 2 Councilmember
The Honorable Helen Z. Willis, District 3 Councilmember
The Honorable Naeema Gilyard, District 4 Councilmember
The Honorable Rosie Jackson, District 5 Councilmember
The Honorable khalid kamau, District 6 Councilmember
The Honorable Mark Baker, District 7 Councilmember

WORK SESSION AGENDA

- Presentation by the Atlanta Regional Commission Neighborhood Nexus Program
- Presentation on the Secondary Effects of Adult Entertainment Establishments – City Attorney
- Executive Session, if necessary



DIVIDER SHEET



The Honorable William “Bill” Edwards, Mayor
The Honorable Catherine F. Rowell, District 1, Mayor Pro Tem
The Honorable Carmalitha Gumbs, District 2 Councilmember
The Honorable Helen Z. Willis, District 3 Councilmember
The Honorable Naeema Gilyard, District 4 Councilmember
The Honorable Rosie Jackson, District 5 Councilmember
The Honorable khalid kamau, District 6 Councilmember
The Honorable Mark Baker, District 7 Councilmember

REGULAR MEETING AGENDA

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Approval of the Consent Agenda
 - a. Meeting Minutes – Tuesday, October 10, 2017
 - b. Meeting Minutes – Tuesday, October 17, 2017
 - c. Proclamation recognizing Bishop Richard B. Lankford, Sr.
Appreciation Day **(Edwards)**
 - d. Proclamation recognizing Mr. Koya Olateru-Olagbegi
Appreciation Day **(Edwards)**
5. Approval of the Regular Meeting Agenda

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6. Proclamations and Recognitions
 - a. Proclamation recognizing Twisted Sisters Book Club Appreciation Day **(Edwards)**
7. Public Comment
 - a. Speakers will be granted up to two minutes each and public comment will not exceed 30 minutes. Speakers will not be allowed to yield or donate their time to other speakers.
8. Business
 - a. Resolutions
 - i. Resolution to establish a policy relating to budgetary controls for members of the City Council. **(Jackson – Res2017-063)**
 - ii. Resolution to establish a policy relating to budgetary controls for members of the City Council. **(Baker – Res2017-064)**
 - iii. Resolution to amend the “OpenGov” Program relating to transparency and routine reporting of revenues, operations and expenditures of each City Department by the fifteenth of each month for the preceding month. **(Jackson – Res2017-065)**
 - iv. Resolution imposing an additional 30-day moratorium on the issuance of all alcohol licensing permits for age-restricted establishments within the City of South Fulton. **(Res2017-066)**
 - v. Resolution authorizing contract for encroachment to construct small pipeline at Williams Road right of way; and for other purposes. **(Res2017-067)**
 - b. Ordinances
 - i. **[SECOND READING]** Amendment to Ordinance 2017-018. Ordinance to Amend Title 8 of the City of South Fulton Code of Ordinances, to add Sec. 8-1014.,

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regarding the duties and authority of police officers.

(Ord2017-026)

- ii. **[SECOND READING]** Amendment to Ordinance 2017-018. Ordinance to Amend Title 8 of the City of South Fulton Code of Ordinances, to add Secs. 8-1010-11., regarding ATVs and Off-Road vehicles **(Willis and Rowell – Ord2017-027)**
- iii. **[FIRST READING]** An Ordinance, granting to Atlanta Gas Light Company, A Georgia Corporation, hereinafter designated as “Company”, its successors and assigns, the right and franchise to use and occupy the streets, avenues, roads, public highways, alleys, lanes, ways, parks, and other public places of the City of South Fulton, Georgia, for constructing, maintaining, renewing, repairing, and operating a gas works and gas distribution system, and other necessary means for manufacturing, transmitting, distributing and selling of manufactured, natural or commingled gas within and through the City of South Fulton, Georgia; and fixing the terms and conditions of such grant; to provide provisions governing the franchise fee calculation; to provide an effective date; and for other purposes. **(Ord2017-028)**
- iv. **[FIRST READING]** An Ordinance to establish procedures to provide preference to City of South Fulton businesses in competitive sealed bidding for City services. **(Rowell – Ord2017-029)**
- v. **[FIRST READING]** Amendment to Ordinance No. 2017-012 – Addressing the jurisdiction of the Code Enforcement Board. **(Ord2017-030)**

- 9. City Manager’s Weekly Update
- 10. Mayor and City Council Comments (Two minutes each)
- 11. Adjournment



DIVIDER SHEET



The Honorable William “Bill” Edwards, Mayor (present)
The Honorable Catherine F. Rowell, District 1, Mayor Pro Tem (present)
The Honorable Carmalitha Gumbs, District 2 Councilmember (present)
The Honorable Helen Z. Willis, District 3 Councilmember (present)
The Honorable Naeema Gilyard, District 4 Councilmember (present)
The Honorable Rosie Jackson, District 5 Councilmember (present)
The Honorable khalid kamau, District 6 Councilmember (present)
The Honorable Mark Baker, District 7 Councilmember (present)

WORK SESSION MINUTES

The meeting was called to order by Mayor Edwards at 5:01pm.

- **Presentations from the South Fulton CID — Jodie Gray, and Fulton Industrial Boulevard CID – Gil Prado**

The Interim City Manager indicated that the South Fulton CID would not be making a presentation.;

Mr. Gil Prado gave a Fulton Industrial Boulevard CID presentation.

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- Presentation on naming the City (Communications)

A presentation was made by the Director of Communications, Chata Spikes followed by a presentation by Ms. Bunnie Jackson-Ransom of firstClass, Inc. and Ms. Sophie Gibson of VIVO360, Inc.

- Presentation on a Proposed Ethics Ordinance (City Attorney)

Kimberly Anderson, City Legal Counsel, introduced Mr. Dave Dove who joined their firm last week.

Mr. Dove informed the Councilmembers that the Ethics Ordinance included in the Agenda Packet was a starting point for Council to establish an ethical government in their City. Step 1, approving a Resolution was achieved by the City on May 23, 2017. Step 2, adopting an Ordinance with minimum requirements to comply with GMA standards is before the Council today.

The sample Ordinance gives the Council options to establish a 3-member 'Board of Ethics'. Councilmember Willis indicated that she has worked with Mayor Pro Tem Rowell on an Ethics Ordinance and would like to know if 'sections' on penalties when violations of the Charter occur were added if that would harm the certification process from GMA. Mr. Dove indicated that Cities may add sections. Legal counsel will work with the City to provide the Ordinance that is most comfortable for the City.

- Executive Session, if necessary

A motion was made by Councilmember Willis and seconded by Mayor Pro Tem Rowell to recess/enter into Executive Session regarding Personnel and Litigation. The motion passed unanimously, 7-0-0. The recess began at 6:42pm.



DIVIDER SHEET



The Honorable William “Bill” Edwards, Mayor (present)
The Honorable Catherine F. Rowell, District 1, Mayor Pro Tem (present)
The Honorable Carmalitha Gumbs, District 2 Councilmember (present)
The Honorable Helen Z. Willis, District 3 Councilmember (present)
The Honorable Naeema Gilyard, District 4 Councilmember (present)
The Honorable Rosie Jackson, District 5 Councilmember (present)
The Honorable khalid kamau, District 6 Councilmember (present)
The Honorable Mark Baker, District 7 Councilmember (present)

REGULAR MEETING MINUTES

1. Call to Order

The meeting was called to order by Mayor Edwards at 7:00pm.
The roll was called and a quorum was present.

2. Invocation

The Invocation was rendered by Pastor Warren L. Henry, Sr.

3. Pledge of Allegiance

The Pledge of Allegiance was recited in unison.

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4. Approval of the Consent Agenda
 - a. Meeting Minutes – Tuesday, September 26, 2017
 - b. Resolution to Adopt an Amended Pay and Class Scale for the City of South Fulton, Georgia, to Approve the Human Resources Director's use thereof, and for various other purposes. **(Res2017-062)**
 - c. Proclamation Recognizing Free and Accepted Ancient York Rite Masons Appreciation Day. **(Jackson)**

A motion was made by Councilmember khalid and seconded by Councilmember Jackson to approve/accept the Consent Agenda excluding the Amended Pay and Class Scale. The motion passed unanimously, 7-0-0.

5. Approval of the Regular Meeting Agenda

A motion was made by Councilmember Gumbs and seconded by Councilmember Gilyard to approve the Regular Meeting Agenda, as amended (Remove Res2017-061 - Cooperation Agreement between the City and the South Fulton CID and hold the item until a presentation is made). The motion passed unanimously, 7-0-0.

6. Public Comment
 - a. Speakers will be granted up to two minutes each and public comment will not exceed 30 minutes. Speakers will not be allowed to yield or donate their time to other speakers.

The following nine (9) Citizens offered public comment:

- **Ms. Barbara McKee, Old National Sidewalks, what happen – did you run out of money? Naming of the City of South Fulton – need names that reflect me.**
- **Ms. Sheila Stewart, neighbor has a septic tank with waste running onto her property (pasture).**

- **Ms. Joyce Armster**, thanked Mayor and Councilmembers khalid and Baker for the Day of Clean-Up. Thanked all who participated in Old National Area Residents United Clean-Up Project.
- **Ms. Savitri Crenshaw**, can you provide an up-date on trash, any selections yet? D.R. Horton, Builder, pulled out of their sub-division (South Hills) 18 months ago and left retention pond that keeps getting worse. Can we get a resolution to this problem?
- **Ms. Glenda Collins**, thanked everyone for coming out on Armistice Day for clean-up. Surrounding Cities have moved their signs, any way we can see an up-dated map with boundaries? Satisfied with name: City of South Fulton.
- **Mr. Clinton Bailey**, police response very slow on Old National Highway – Burlington Coat Factory area.
- **Mr. Tony Steele**, Store Manager, Burlington Coat Factory – police response time is 2-1/2 hours. Please investigate.
- **Ms. Jewel Johnson**, Select South Fulton and South Fulton CID. Select South Fulton is not what we need. Need community input. South Fulton CID – Community needs to have input.
- **Mr. Kenneth F. Joe, Sr.**, Select South Fulton – we don't need. South Fulton CID, why are we paying them? Regarding the missing \$1 million gone, concern regarding the Interim City Manager – he wants an 'Open Records Request' to see how this happened.

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7. Business

a. Resolutions

- ~~i. Resolution Appointing Tiffany Carter Sellers as the Chief Judge for the Municipal Court of the City of South Fulton; and for other purposes. (Res2017-054)~~

Removed. As requested by Kimberly Anderson, City Attorney Representative.

- ii. A Resolution Approving the Agreement for Transfer of Municipal Court Jurisdiction and for Municipal Court Services between Fulton County, Georgia and the City of South Fulton, Georgia. **(Res2017-055)**

Councilmember Gilyard expressed concern about the dollar amount the City of South Fulton pays to Fulton County for services. Legal Counsel, Kimberly Anderson addressed the Councilmember's concern explaining that Counsel has held meetings with Fulton County to address those issues and the hourly rate for the Solicitor will be somewhere around \$89.00 or less per hour. They are currently waiting on the final amount but want to move forward with the IGA for Council to approve the terms because the courts are coming online soon.

For clarity, Mayor Pro Tem Rowell pointed out that the City is obligated under an Agreement for payments of \$5.8 million which expire on December 31, 2017. She inquired if Council will entertain Section 5.9 be amended to read a dollar amount up to \$89.00 per hour which should address concerns. Councilmember Gilyard indicated it only addresses some of the issues.

It was noted that we currently have a contract for the Judges at \$89.00 per hour and for the County to provide clerk-related services at a compensation rate of \$17,637.00 per month. Councilmember Willis brought to the attention of Council that the City Courts should be up

and running by November 1, 2017. So, we should move ahead on this issue.

a. A motion was made by Mayor Pro Tem Rowell and seconded by Councilmember Willis to adopt as amended, Res2017-057 amending Section 5.9 to read ‘up to \$89.00 per hour for Solicitor services’.

Discussion followed. Legal Counsel to bring back at the October 24th Council Meeting Fulton County’s final numbers.

b. A motion was made by Mayor Pro Tem Rowell and seconded by Councilmember Willis to adopt as amended, Section 5.9 to read ‘up to \$89.00 per hour for the services of a Solicitor’; with a termination clause included in Res2017-055. Mayor Pro Tem Rowell, Councilmembers Willis, Gilyard and Gumbs voted yea. Councilmembers Baker, khalid and Jackson voted no. Therefore, the motion passed, 4-3-0.

iii. Resolution to Adopt a Meeting Schedule for the Mayor and City Council of the City of South Fulton, Georgia to Comply with the Georgia Open Meetings Act, and for various other purposes. (Res2017-056)

A motion was made by Mayor Pro Tem Rowell and seconded by Councilmember Jackson to approve/adopt Res2017-056. The motion passed unanimously, 7-0-0.

iv. Resolution to Adopt the Community Development Services Department’s 2017 Calendars for Re-Zonings, Modifications and Variances for the Mayor and City Council of the City of South Fulton, Georgia, to Comply with the Georgia Open Meetings Act, and for various other purposes. (Res2017-057)

Shayla Reed, Deputy Director of Community Development Services Department gave a brief overview of the Calendar. She

indicated the Zoning Board of Appeals was trained last week and the Planning Commission will meet next week for training.

A motion was made by Councilmember Jackson and seconded by Councilmember Gumbs to approve/adopt Res2017-057. The motion passed unanimously, 7-0-0.

- v. Resolution of the Mayor and Council of the City of South Fulton to Appoint a Trustee for the City of South Fulton Defined Contribution and 457(b) Deferred Contribution Plans, to Authorize the Plan Recordkeeper to Act as Agent of the Trustee, and for various other purposes. **(Res2017-058)**

Anquilla Henderson from the Human Resources Department informed Council that Reliance Trust was selected as Trustee, as one of the partners of Mass Mutual. The CFO, Frank Milazi, of the City of South Fulton was involved in the selection process.

A motion was made by Mayor Pro Tem Rowell and seconded by Councilmember Gumbs to approve/adopt Res2017-058. Mayor Pro Tem Rowell and Councilmembers Willis, Gilyard, Gumbs, Jackson and Baker voted yea, Councilmember khalid voted no. The motion passed 6-1-0.

- vi. Resolution of the City of South Fulton, Georgia awarding a Contract to Springsted | Waters of St. Paul, Minnesota for the Recruitment of the City Manager and Chief of Police; to Authorize the Mayor to Execute said Contract in an Amount not to exceed \$46,550 and to provide an Effective Date. **(Res2017-059)**

A motion was made by Councilmember Jackson and seconded by Councilmember Gumbs to approve/adopt a substitute Res2017-059 (as submitted by legal counsel) with a friendly amendment from Councilmember Gilyard related to the time- period of no more than 30 days, November 15, 2017. The friendly amendment was accepted.

Discussion: Kimberly Anderson, Legal Counsel, needed to make some changes according to Georgia Law but no substantive changes just style and form. Issued new copies to Council. A representative from Springsted|Waters gave an overview of the services and timeline involved in the process. Councilmember khalid expressed concern if the Mayor plans to appoint the current Interim City Manager as the permanent City Manager at the end of her interim term on December 31, 2017, then the Council should not spend \$46,000.00 for the recruitment firm.

Mayor Pro Tem Rowell called for a vote for the motion on the floor. Mayor Edwards called for the motion. Councilmember Gilyard changed the 30 days to 90 days. Councilmember Jackson accepted the change from 30 to 90 days on her motion. Councilmember Gilyard changed her friendly amendment to 90 days from the signing of the Contract. Councilmember Jackson accepted the change from Councilmember Gilyard.

A motion was made by Councilmember Jackson and seconded by Councilmember Gumbs to approve the substitute Res2017-059 from legal counsel along with a term to be inserted in the clauses on the second page, the Contract to be amended for a term of 90 days from the execution of the Contract. Mayor Pro Tem Rowell and Councilmembers Gilyard and Jackson voted yea. Councilmembers Baker, Willis, Gumbs and khalid voted no. The motion failed 3-4-0.

- vii. A Resolution of the City of South Fulton, Georgia
Executing the Cooperation Agreement between The City
of South Fulton and the Fulton Industrial Community
Improvement District and to provide an Effective Date.
(Res2017-060)

A motion was made by Mayor Pro Tem Rowell and seconded by Councilmember Willis to approve/adopt Res2017-060. (No vote was taken on this motion.)

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The Interim City Manager requested an “expansion provision to include two businesses” in the area. (On file in the Clerk’s office.)

A motion was made by Mayor Pro Tem Rowell and seconded by Councilmember Willis to approve Res2017-060 with an expansion to include two additional businesses into the Fulton Industrial Community Improvement District. Mayor Edwards, Mayor Pro Tem Rowell, Councilmembers Willis and Gilyard voted yea. Councilmembers Jackson, khalid and Baker voted no. Councilmember Gumbs did not vote, she was away from dais. The motion passed 4-3-0.

- viii. A Resolution of the City of South Fulton, Georgia Executing a Cooperation Agreement between the City and the South Fulton Community Improvement District and to provide an Effective Date. **(Res2017-061)**

Held, awaiting a presentation from the South Fulton CID.

b. Ordinances

- i. **[SECOND READING]** Ordinance to comply with O.C.G.A. §50-18-70, ET SEQ.; Designating an “Open Records Officer” and “Assistant Open Records Officer(s)” for the City of South Fulton; Defining the duties and compensation thereof; providing for public record requests to be served upon the Open Records Officer or, in the Officer’s absence or unavailability, upon an Assistant Open Records Officer; providing for the manner of serving public records request on the Open Records Officer; providing for notice of the City’s open records procedures; providing reasonable charges for compliance with public records request; to repeal conflicting code provisions, ordinances, or portions thereof, in conflict with the foregoing; to establish an effective date; and for other purposes. **(Rowell – Ord2017-025)**

A motion was made by Mayor Pro Tem Rowell and seconded by Councilmember khalid to approve Ord2017-025, with a friendly amendment by Councilmember Gilyard striking the ‘Compensation sentence ending with time amended’ on page 2, section 1-7002, line 5. The friendly amendment was accepted. The motion passed unanimously, 7-0-0.

- ii. **[FIRST READING]** Amendment to Ordinance 2017-018. Ordinance to Amend Title 8 of the City of South Fulton Code of Ordinances, to add Sec. 8-1014., regarding the duties and authority of police officers. **(Ord2017-026)**

Judge Sellers gave a brief overview of the swearing in, authority and duties of the City of South Fulton police that transfer from Fulton County.

- iii. **[FIRST READING]** Amendment to Ordinance 2017-018. Ordinance to Amend Title 8 of the City of South Fulton Code of Ordinances, to add Secs. 8-1010-11., regarding ATVs and Off-Road vehicles. **(Willis and Rowell – Ord2017-027)**

Councilmember Willis explained the ATVs rules of the road and penalties involved within the City of South Fulton.

8. City Manager's Weekly Update

- Interim City Manager, Ruth Jones, gave an overview of her report.
- Mayor Pro Tem Rowell asked if the Interim City Manager anticipated the Agreement as it relates to the Courts will be at the next Council Meeting.
- Councilmember khalid asked if the City of South Fulton had an agreement on an ambulance service provider. The Interim City Manager indicted that currently the ambulance service is handled by County/State wide.

- **Councilmember khalid requested definite numbers on applicants for City Manager Position. Received 106 per Interim City Manager.**
- **Councilmember khalid stated that we are transferring our three (3) most important departments over in the next 90 days, fire, police and parks.**
- **Councilmember khalid requested to include in the next City Manager's Report actual quotes and figures of rebranding, like decals and uniforms and what the cost would be for each department and where the money would come from. The Interim City Manager indicated decal cost depends on size of decal, uniforms will be provided from same vendor which they have the current contract and the money comes from their respective departments.**
- **Mayor Pro Tem Rowell requested the Interim City Manager to add a section that speaks to procurement in her report.**
- **Councilmember Jackson asked were her small providers included in the 'Solid Waste RFP'. The Interim City Manager indicated everyone will be included.**
- **Councilmember Willis asked legal counsel if her Ordinances (Sanitation and Recycle and Purchasing Ordinances) will be available for the next meeting for the first read? Legal counsel indicated they will try.**

CFO Frank Milazi, gave a report on expenditures. The City does not have enough money to meet their obligations. He applied for a \$10 million TAN and asked for Council's approval to move forward. He passed out documents to Councilmembers to show which banks responded and their interest rates for the TAN.

A motion was made by Councilmember Baker and seconded by Councilmember khalid to move forward with IFS Securities for the \$10 million TAN. The motion passed unanimously, 7-0-0.

9. Mayor and City Council Comments (Two minutes each)

Omitted

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10. Executive Session, if necessary

A motion was made by Councilmember Willis and seconded by Mayor Pro Tem Rowell to omit the 'Mayor and City Council Comments (Two minutes each) and to conduct a closed Executive Session regarding Personnel. Hearing no objections, the motion passed unanimously, 7-0-0.

For purposes of public announcement, there was action taken during Executive Session by unanimous vote to pay the Municipal Court Chief Judge, \$92,000.00/year through December 2017, and \$78,000.00 thereafter annually.

11. Adjournment

A motion was made by Councilmember Willis and seconded by Councilmember khalid to adjourn the meeting. The motion passed unanimously, 7-0-0.

The meeting was adjourned at 9:58pm.



DIVIDER SHEET



The Honorable William “Bill” Edwards, Mayor (present)
The Honorable Catherine F. Rowell, District 1, Mayor Pro Tem (present)
The Honorable Carmalitha Gumbs, District 2 Councilmember (present)
The Honorable Helen Z. Willis, District 3 Councilmember (present)
The Honorable Naeema Gilyard, District 4 Councilmember (present)
The Honorable Rosie Jackson, District 5 Councilmember (present)
The Honorable khalid kamau, District 6 Councilmember (present)
The Honorable Mark Baker, District 7 Councilmember (present)

SPECIAL CALLED MEETING MINUTES

1. Call to Order

The meeting was called to order by Mayor Edwards at 5:00pm.

2. Discussion on Waste and Recycling

Interim City Manager Ruth C. Jones introduced Purchasing Manager, Teresa Adams, who joined her in giving the presentation on Solid Waste and Recycling Services RFP. Interim City Manager gave a copy of the presentation to the Mayor and Councilmembers.

Interim City Manager Jones indicated that she had discussions with the current manager of the Fulton County Solid Waste Program and she received feedback from current providers in the business. A

meeting was also held with the prior Solid Waste Attorney for the City of Atlanta, Attorney Ward, whom she shared the City of South Fulton's draft "RFP" for Solid Waste and Recycling Services for input. Some of the suggested ideas and steps for writing the RFP include making sure it provides opportunities for small/local businesses.

- Councilmember Jackson expressed concern about illegal dumping.
- Councilmember Willis stated she met with the Purchasing Director last week in relation to billing/collection process for services to residents, so the City would not be liable for payment of service.
- Councilmember khalid asked if there was a way that the City of South Fulton could have a billing service specialist to work with the Fulton County Tax Commissioner on collection of payment for services. He also asked what legal course does the City/Provider have relating to the responsibility for payment of resident's who fail to pay for services.
- Councilmember khalid expressed concern about agreements being with the owner of the business or the owner of the building that the business sits in. Also, does the same rule apply to residential customers.
- Councilmember khalid asked if the Merk Road transfer station will be taken on by the selected provider, since it is currently owned by Fulton County.
- Councilmember khalid asked Council to consider solving the issue around commercial businesses releasing grease and the dissolving/recycling services of the same.
- Councilmember Gilyard emphasized the importance of realizing the cost involved in making a decision on how the billing process should be established.
- Councilmember Willis reminded Councilmembers that she submitted an Ordinance some time ago about establishing a senior discount.
- Councilmember Gumbs mentioned if any of the haulers would need to have specific certifications and the franchise fees being 5% across the board.

- Mayor Pro Tem Rowell expressed concern about the City's collection process and the cost involved.
- Councilmember Jackson wants the age of senior citizens to be included in any discounts.
- Mayor Edwards indicated there could be multiple zones and the establishment of separate fees for undeveloped/vacant lots. He would also like to deal with enforcement of unauthorized haulers.
- Mayor Pro Tem Rowell wants provision made for points for using local and small business.
- Councilmember Gumbs wants the issue of having numerous haulers within one neighborhood to be limited.
- Councilmember khalid indicated that if going with the 'zone system', a zone would have one (1) hauler and the larger the provider the cheaper the service. Also, give points to haulers that do not come extremely early in the morning and late at night to provide service.

The Interim City Manager then gave the timeline for moving forward with the "RFP" process.

3. Resolution to Adopt an Amended Pay and Class Scale for the City of South Fulton, Georgia, to approve the Human Resources Director's use thereof, and for various other purposes. **(Res2017-062)**

A motion was made by Councilmember Gumbs and seconded by Councilmember Gilyard to adopt/approve Res2017-062. The motion passed unanimously, 6-0-0. Councilmember khalid was away from the dais.

4. CLOSED Executive Session
 - Regarding Personnel related to the Transition of Services

A motion was made by Mayor Pro Tem Rowell and seconded by Councilmember Gilyard to close for Executive Session to discuss personnel and legal issues. The motion passed unanimously, 7-0-0.

The meeting was closed for Executive Session at 5:55pm, and the Executive Session ended at 7:25pm.

IN OPEN SESSION:

Mayor Pro Tem Rowell called the meeting back to order.

A motion was made by Councilmember khalid and seconded by Councilmember Gilyard to close Executive Session. The motion passed unanimously, 6-0-0. Mayor Edwards and Councilmember Willis were away from the dais.

The City Clerk announced there was no action taken in Executive Session.

5. Adjournment

A motion was made by Councilmember khalid and seconded by Councilmember Gumbs to adjourn the meeting. The motion passed unanimously, 6-0-0. Mayor Edwards and Councilmember Willis were away from the dais.

The meeting was adjourned at 7:29pm.



DIVIDER SHEET



City of South Fulton

WHEREAS, Bishop Richard Lankford, Sr. was called into the ministry and licensed to preach in 1977 by the Mount Moriah Baptist Church, under the leadership of Dr. Howard W. Creecy, Sr. He was ordained in 1978 and began his pastoral career in 1979; and

WHEREAS, He has preached in many areas of the United States, Africa, and in Europe, and has conducted music workshops and evangelistic revivals in Heidleburg, Germany; and

WHEREAS, Bishop Lankford may also be referred to as “Sheriff Lankford” In law enforcement, he has a 25 year history as a Deputy Sheriff, both in Indiana and in Georgia; and

WHEREAS, In 1984, Richard Lankford ran a successful county-wide campaign for Sheriff and on January 1, 1985, he was sworn in by then Georgia Governor, Joe Frank Harris, as the High Sheriff of Fulton County, therein becoming the first African American to be elected to a Sheriff’s position, in the history of the State of Georgia; and

WHEREAS, Bishop Lankford currently is the minister at the Atlanta International Christian Praise Center in Atlanta, Georgia where he is celebrating his 21st Anniversary; and

WHEREAS, Bishop Lankford became a unique individual who carried forward the impressions of his family and reached out to thousands of people, no matter where they were or what condition their lives were in, to encourage and uplift them with a vision of what God could do with their future.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and the City Council of the City of South Fulton congratulates Bishop Richard B. Lankford, Sr. on his 21st Anniversary and does hereby proclaim Saturday, October 21, 2017, as **“BISHOP RICHARD B. LANKFORD, SR., APPRECIATION DAY”** in the City of South Fulton, Georgia.

Mayor William “Bill” Edwards



City of South Fulton

WHEREAS, Koya Olateru-Olagbegi has resided in South Fulton, Georgia for over 26 years. Soon after arriving in the United States, he established his service to the community by volunteering directly under Mrs. Coretta Scott King at the King Center for Nonviolence in Atlanta; and

WHEREAS, In 1989 he founded the Metro Brokers Insurance Company in College Park, Georgia on Old National Highway. He is also the CEO of the construction company, MB Enterprises, Inc.; and

WHEREAS, Mr. Olateru-Olagbegi grew his insurance business from a small one-room office in 1989 to building over six (6) offices throughout the South Fulton area over a 10-year period. Since 2004, even in an industry challenged by significant technological changes and high turnover, he managed a high retention level of his customers by serving them with consistent integrity and honesty; and

WHEREAS, Mr. Olateru-Olagbegi was offered a scholarship by Southern University in Baton Rouge, Louisiana to join its tennis team. As a player, he lead his team to several NCAA championships and received his BA degree in Mass Communications and his Master's degree in Public Relations; and

WHEREAS, Mr. Olateru-Olagbegi will be inducted into the Southern University Hall of Fame for his academic, sports and philanthropic contributions to the community and Southern University; and

WHEREAS, Mr. Olateru-Olagbegi's pride and joy is his family. He remembers his late father's charge "What is worth doing, is worth doing well", and he has instilled this philosophy in his own immediate family life and in his business endeavors.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and the City Council of the City of South Fulton congratulates Mr. Koya Olateru-Olagbegi on his induction into the Southern University Hall of Fame and does hereby proclaim Friday, November 3, 2017, as **"MR. KOYA OLATERU-OLAGBEGI APPRECIATION DAY"** in the City of South Fulton, Georgia.

Mayor William "Bill" Edwards



City of South Fulton

WHEREAS, On Saturday, October 24, 2015, Ms. Gerri Lynn Gambrell with 13 ladies from the South Fulton Community formed Twisted Sisters Bookclub; and

WHEREAS, The bookclub was formed to create a social, therapeutic, academic, scholarly and bonding atmosphere in their community; and

WHEREAS, The name of the bookclub was as a result of the name of the place we all first met, the TWISTT COFFEE CAFÉ; and

WHEREAS, The TWISTT COFFEE CAFÉ is owned and operated by Kim and Chris Joyner with a purpose to create awareness of the small family owned business and the importance of supporting small businesses in the community; and

WHEREAS, The bookclub serves as a focal point to bring an awareness to the community the importance of reading and to be a role model to our youth realizing that reading is knowledge and knowledge is power; and

WHEREAS, In the two years we have been in existence we have donated to “Mommies without Mommies”, victims of Hurricanes Harvey and Irma, and “The Breast Cancer Foundation”.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and the City Council of the City of South Fulton congratulate Twisted Sisters Bookclub on their Two Year Anniversary and do hereby proclaim Tuesday, October 24, 2017, as **“TWISTED SISTERS BOOKCLUB APPRECIATION DAY”** in the City of South Fulton, Georgia.

Mayor William “Bill” Edwards



DIVIDER SHEET

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

RESOLUTION NO. 2017-063

**RESOLUTION TO ESTABLISH A POLICY RELATING TO BUDGETARY
CONTROLS FOR MEMBERS OF THE CITY COUNCIL**

Sponsored by: Councilwoman Rosie Jackson

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia;

WHEREAS, pursuant to Act 421 of the 2016 session of the Georgia General Assembly (the "City Charter"), the City of South Fulton incorporated on May 1, 2017;

WHEREAS, pursuant to O.C.G.A. § 36-81-3 and City Charter Sections 6.23-25, the City Council is authorized and required to establish an annual budget for each fiscal year;

WHEREAS, pursuant to City Charter Section 6.27(c), the City Council is authorized to make changes in the appropriations contained in the Annual Budget;

WHEREAS, the Mayor and City Council wish to establish certain budgetary controls for the Mayor and City Councilmembers and the administration of their individual offices annually, as set forth herein.

**THEREFORE, IT IS NOW RESOLVED BY THE MAYOR AND CITY COUNCIL OF
THE CITY OF SOUTH FULTON, GEORGIA, AS FOLLOWS:**

1. With respect to office expenses, the City Manager shall amend each Fiscal Year Budget and set the appropriations therein to allow the Mayor and each other City Councilmember expenditures and reimbursements, with respect to individual office expenses; to include furniture, equipment, postage and such other discretionary expenses of an office, upto \$10,000.00.
2. With respect to travel expenses, the City Manager shall amend each Fiscal Year Budget and set the appropriations therein to allow expenditures and reimbursements for the Mayor and each City Councilmember of an amount up to \$7,500.00 for Council-related business outside of the City, including professional conferences and conventions.
3. Each Fiscal Year Budget shall be amended to reflect the creation and funding of separate office and travel expense accounts for the City Clerk.
4. This Resolution shall take effect when adopted, and all resolutions and parts of resolutions in conflict with this Resolution are hereby repealed to the extent of the conflict.

The foregoing Resolution No. **2017-063**, adopted on _____ was offered by Councilmember _____, who moved its approval. The motion was seconded by Councilmember _____, and being put to a vote, the result was as follows:

	AYE	NAY
William “Bill” Edwards, Mayor	_____	_____
Catherine Foster Rowell, Mayor Pro Tem	_____	_____
Carmalitha Lizandra Gumbs	_____	_____
Helen Zenobia Willis	_____	_____
Gertrude Naeema Gilyard	_____	_____
Rosie Jackson	_____	_____
khalid kamau	_____	_____
Mark Baker	_____	_____

THIS RESOLUTION adopted this _____ day of _____ 2017. **CITY OF SOUTH
FULTON, GEORGIA**

WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

MARK MASSEY, CITY CLERK

APPROVED AS TO FORM:

JOSH BELINFANTE, INTERIM CITY ATTORNEY



DIVIDER SHEET

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

RESOLUTION NO. 2017-064

**RESOLUTION TO ESTABLISH A POLICY RELATING TO BUDGETARY
CONTROLS FOR MEMBERS OF THE CITY COUNCIL**

Sponsored by: Councilman Mark Baker

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia;

WHEREAS, pursuant to Act 421 of the 2016 session of the Georgia General Assembly (the "City Charter"), the City of South Fulton incorporated on May 1, 2017;

WHEREAS, pursuant to O.C.G.A. § 36-81-3 and City Charter Sections 6.23-25, the City Council is authorized and required to establish an annual budget for each fiscal year;

WHEREAS, pursuant to City Charter Section 6.27(c), the City Council is authorized to make changes in the appropriations contained in the Annual Budget;

WHEREAS, the Mayor and City Council wish to establish certain budgetary controls for the Mayor and City Councilmembers and the administration of their individual offices annually, as set forth herein.

**THEREFORE, IT IS NOW RESOLVED BY THE MAYOR AND CITY COUNCIL
OF THE CITY OF SOUTH FULTON, GEORGIA, AS FOLLOWS:**

1. With respect to individual office expenses, the City Manager shall amend each Fiscal Year Budget and set the appropriations therein to allow the Mayor and each other City Councilmember expenditures and reimbursements, with respect to individual office expenses; to include expenses for furniture, equipment, supplies, stationery, postage, long distance telephone charges, and such other discretionary expenses of an office, allowed up to \$18,120.00.
2. With respect to travel expenses, the City Manager shall amend each Fiscal Year Budget and set the appropriations therein to allow the Mayor and each other City Councilmember expenditures and reimbursements, with respect to City-related business outside of the City, including professional conferences and conventions, allowed up to \$12,300.00.
3. Each Fiscal Year Budget shall be amended to reflect the creation and funding of separate office and travel expense accounts for the City Clerk.
4. This Resolution shall take effect when adopted, and all resolutions and parts of resolutions in conflict with this Resolution are hereby repealed to the extent of the conflict.

The foregoing Resolution No. _____, adopted on _____ was offered by Councilmember _____, who moved its approval. The motion was seconded by Councilmember _____, and being put to a vote, the result was as follows:

	AYE	NAY
William “Bill” Edwards, Mayor	_____	_____
Catherine Foster Rowell, Mayor Pro Tem	_____	_____
Carmalitha Lizandra Gumbs	_____	_____
Helen Zenobia Willis	_____	_____
Gertrude Naeema Gilyard	_____	_____
Rosie Jackson	_____	_____
khalid kamau	_____	_____
Mark Baker	_____	_____

THIS RESOLUTION adopted this _____ day of _____2017. **CITY OF SOUTH FULTON,
GEORGIA**

WILLIAM “BILL” EDWARDS, MAYOR

ATTEST:

MARK MASSEY, CITY CLERK

APPROVED AS TO FORM:

JOSH BELINFANTE, INTERIM CITY ATTORNEY



DIVIDER SHEET

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

RESOLUTION NO. 2017-065

**RESOLUTION TO AMEND THE “OPENGOV” PROGRAM RELATING TO
TRANSPARENCY AND ROUTINE REPORTING OF REVENUES,
OPERATIONS AND EXPENDITURES OF EACH CITY DEPARTMENT BY
THE FIFTEENTH OF EACH MONTH FOR THE PRECEDING MONTH**

Sponsored by: Councilwoman Rosie Jackson

WHEREAS, the City of South Fulton (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia;

WHEREAS, the governing body of the City of South Fulton serves as good stewards of the City of South Fulton’s citizens’ tax dollars;

WHEREAS, as part of a citywide effort to provide greater transparency and foster an environment of openness in regards to the innerworkings of local government;

WHEREAS, to improve transparency and accountability of all City revenues and expenditures;

WHEREAS, an open and transparent government benefits local taxpayers, elected officials, and the public at-large;

WHEREAS, the City’s fiscal year is from October 1 to September 30; and,

WHEREAS, the City Council seeks to enhance the transparency of city government by amending the “OpenGov” program to display municipal finances in a searchable format available via an online portal accessible by taxpayers across the City of South Fulton.

BE IT HEREBY RESOLVED by the Mayor and City Council that:

1. The City will provide revenue and checkbook level expenditure information, in an electronic format for posting on a transparency online portal via the City’s website for citizens to have readily accessible information on how their tax dollars are received and spent.
2. The City will work purposefully, efficiently, and resolutely to provide said financial data to advance an open and transparent Government.
3. The City Finance Department shall make this information available online at the City’s Website on the fifteenth of each month showing the revenues, operations and expenditures of each department of the City government for the preceding month and a synopsis of such reports which shall be published by the city clerk.

The foregoing Resolution No. **2017-065**, adopted on _____ was offered by Councilmember _____, who moved its approval. The motion was seconded by Councilmember _____, and being put to a vote, the result was as follows:

	AYE	NAY
William “Bill” Edwards, Mayor	_____	_____
Catherine Foster Rowell, Mayor Pro Tem	_____	_____
Carmalitha Lizandra Gumbs	_____	_____
Helen Zenobia Willis	_____	_____
Gertrude Naeema Gilyard	_____	_____
Rosie Jackson	_____	_____
khalid kamau	_____	_____
Mark Baker	_____	_____

THIS RESOLUTION adopted this _____ day of _____ 2017.
CITY OF SOUTH FULTON, GEORGIA.

WILLIAM “BILL” EDWARDS, MAYOR

ATTEST:

MARK MASSEY, CITY CLERK

APPROVED AS TO FORM:

JOSH BELINFANTE, INTERIM CITY ATTORNEY



DIVIDER SHEET

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

RESOLUTION NO. 2017-066

**A RESOLUTION IMPOSING AN ADDITIONAL 30 DAY MORATORIUM ON
THE ISSUANCE OF ALL ALCOHOL LICENSING PERMITS FOR AGE-
RESTRICTED ESTABLISHMENTS WITHIN THE CITY OF SOUTH FULTON**

WHEREAS, the City of South Fulton (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia;

WHEREAS, the City is charged with preserving the health, safety, and welfare of its citizens;

WHEREAS, pursuant to Section 6.13 of the City Charter, the City’s regulatory power allows for, among other things, to establish reasonable requirements for obtaining or keeping such licenses as the public health, safety, and welfare necessitate;

WHEREAS, pursuant to Section 7.16(d) of the City Charter, all Fulton County Ordinances, including the Fulton County Zoning Ordinance, remains effective in the City until the City exercises control over the area and adopts its own ordinance on the issue(s);

WHEREAS, the Mayor and City Council continue to study and make independent decisions on the licensing and regulation of age-restricted establishments which serve alcohol within the City;

WHEREAS, the City continues to establish the infrastructure necessary to issue licenses to establishments which serve alcohol within the City;

WHEREAS, a reasonable amount of time is necessary in order to accomplish such acts, particularly in the light of the City’s May 1, 2017 incorporation;

WHEREAS, the Mayor and City Council need a reasonable amount of time to continue to study and decide appropriate licensing and regulation policies for the City; and

WHEREAS, the Mayor and City Council find that an additional ninety (90) day period of time to conduct review of the zoning provisions is a reasonable period of time.

BE IT HEREBY RESOLVED by the Mayor and City Council that:

1. The aforesaid recitals are not mere recitals, but are material portions of this Resolution;
2. During the period within the moratorium, the Mayor and City Council shall continue to study and consider revisions to the City’s licensing and regulations of age-restricted establishments which serve alcohol, which it adopted from Fulton County on April 29, 2017, effective May 1, 2017;

3. During the period within the moratorium, no applications for a rezoning, zoning variance, or other change in zoning shall be reviewed, discussed, or adopted by the Mayor and City Council;
4. During the period within the moratorium, no applications for an alcohol permit or license for an age-restricted establishment shall be reviewed, discussed, or adopted by the Mayor and City Council;
5. This moratorium covers any applications for an alcohol permit or license to be filed at any time on or after July 30, 2017;
6. The moratorium shall commence at midnight on July 30, 2017 and shall end upon ninety (90) days' expiration therefrom, unless sooner terminated by resolution of the Mayor and City Council;
7. In the event that any one or more of the provisions contained in this Resolution or Moratorium shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this resolution or moratorium but this resolution and moratorium shall be construed as if such invalid, illegal, or unenforceable provision has never been contained herein.
8. The within resolution and moratorium shall become effective on July 30, 2017.

The foregoing Resolution No. _____ was offered by Councilmember _____, who moved its approval. The motion was seconded by Councilmember _____, and being put to a vote, the result was as follows:

	AYE	NAY
William “Bill” Edwards, Mayor	_____	_____
Catherine Foster Rowell (Mayor Pro Tem)	_____	_____
Carmalitha Lizandra Gumbs	_____	_____
Helen Zenobia Willis	_____	_____
Gertrude Naeema Gilyard	_____	_____
Rosie Jackson	_____	_____
khalid kamau	_____	_____
Mark Baker	_____	_____

THIS RESOLUTION adopted this _____ day of _____ 2017. **CITY OF
SOUTH FULTON, GEORGIA**

WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

MARK MASSEY, CITY CLERK

APPROVED AS TO FORM:

JOSH BELINFANTE, INTERIM CITY ATTORNEY



DIVIDER SHEET

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

RESOLUTION NO. 2017-067

**RESOLUTION AUTHORIZING CONTRACT FOR ENCROACHMENT TO
CONSTRUCT SMALL PIPELINE AT WILLIAMS ROAD RIGHT OF WAY;
AND FOR OTHER PURPOSES**

WHEREAS, the City of South Fulton (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with providing public services to residents; and

WHEREAS, the Mayor and City Council are the governing authority of the City of South Fulton; and

WHEREAS, the Mayor and City Council are charged with the protection of health, safety, and welfare of the citizens of the City of South Fulton; and

WHEREAS, the City Council is authorized to enter into contracts with third parties; and

WHEREAS, private parties may create and maintain sewer pipelines within the City, and those sewer pipelines may encroach on the City’s right of way; and

WHEREAS, S.G. Property Owner, L.P., seeks to make, install, construct, replace, maintain, repair, operate, inspect, augment, and remove an up to 6-inch sewer line through the Williams Road right of way, and the City does not object to S.G. Property Owner, L.P.’s request to do so;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SOUTH FULTON, GEORGIA, AS FOLLOWS:

1. The Mayor is authorized to enter into an agreement with S.G. Property Owner, L.P. (“S.G.”), to authorize S.G. to make, install, construct, replace, maintain, repair, operate, inspect, augment, and remove an up to 6-inch sewer line along the Williams Road right of Way so long as S.G. shall be responsible for the cost of construction and maintenance of the pipeline as set forth in the proposed contract that is attached to this Resolution as “Exhibit 1.”
2. The Interim City Attorney shall review and approve the contract before it is executed.

The foregoing Resolution No. _____ was offered by Councilmember _____, who moved its approval. The motion was seconded by Councilmember _____, and being put to a vote, the result was as follows:

	AYE	NAY
William “Bill” Edwards, Mayor	_____	_____
Catherine Foster Rowell (Mayor Pro Tem)	_____	_____
Carmalitha Lizandra Gumbs	_____	_____
Helen Zenobia Willis	_____	_____
Gertrude Naeema Gilyard	_____	_____
Rosie Jackson	_____	_____
khalid kamau	_____	_____
Mark Baker	_____	_____

THIS RESOLUTION adopted this _____ day of _____ 2017. **CITY OF SOUTH FULTON, GEORGIA**

WILLIAM “BILL” EDWARDS, MAYOR

ATTEST:

MARK MASSEY, CITY CLERK

APPROVED AS TO FORM:

JOSH BELINFANTE, INTERIM CITY ATTORNEY

Exhibit 1

AGREEMENT AND PERMIT FOR UTILITY FACILITY ENCROACHMENT

THIS AGREEMENT AND PERMIT FOR UTILITY FACILITY ENCROACHMENT ("Agreement") is made this ____ day of _____, 2017 by and between **CITY OF SOUTH FULTON**, a body corporate and politic and instrumentality of the State of Georgia ("City") and **SG Property Owner, L.P.**, a Delaware limited liability company ("Permittee").

RECITALS:

The City is a new municipal corporation formed by local legislation and referendum (Georgia Laws 2016, Page 3726). The City boundaries encompass all of what was formerly unincorporated Fulton County on July 1, 2017.

Permittee is an entity affiliated with the owner of certain real property in the City of Palmetto, Fulton County, Georgia on which is located one or more sewer pump stations. Permittee is under contract to serve facilities located on real property also located in the City of Palmetto, Fulton County, Georgia owned by Tatum Road Properties I, LLC and Tatum Road Properties II, LLC, both Georgia limited liability companies ("Owners"). Permittee has requested permission from the City to install, operate and maintain an up to 6" sewer line in the right of way of Williams Road ("Williams ROW"), in the corporate limits of the City, to connect to a sewer line owned and operated by Fulton County, in order to serve the improvements on Owners' property.

The City has not yet established its own procedures for the installation, operation and maintenance of utilities located in the City's public roads. Consequently, Fulton County's ordinance, specifically the "Fulton County Rights-of-Way Utilization and Accommodations Ordinance" codified at Fulton County Code of Laws §62-80, *et seq.* ("Utility Ordinance") controls. Unless provided in this Agreement to the contrary, the provisions of this Agreement shall be construed in accordance with the provisions of the Utility Ordinance. The obligations of Permittee under this Agreement are in addition to and not in lieu of comparable requirements set forth in the Utility Ordinance.

NOW THEREFORE, for and in consideration of Ten Dollars and No/100ths (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Permittee hereby covenant and agree as follows:

1. **Facilities.** The City hereby grants to Permittee a non-exclusive right of encroachment to: make, install, construct, replace, maintain, repair, operate, inspect, augment, and remove an up to 6-inch sewer line, and all required infrastructure to support it ("Facilities") in the Williams ROW beginning at a point 3,213 feet south of Williams Road intersection with McLarin Road and ending at a point in McLarin ROW 95 feet northeast of Williams Road intersection with McLarin Road, a total distance of 3,387 feet in public ROW., in accordance with the plans and specifications attached hereto as **Exhibit A "Plans"**. The

location of the Williams ROW is set forth in a metes and bounds description attached hereto as **Exhibit B**.

2. **No Fee Simple Property Rights.** This Easement Agreement is only for the purpose of placing Facilities upon public property pursuant to the terms herein and shall not create or vest any fee simple property rights in Permittee or the Owner.
3. **Other Utilities.** Prior to the commencement of any work under this permit, Permittee shall determine the location of any and all other installations for utilities upon, over, or across the Williams ROW and shall install, operate, and maintain Facilities in such manner as not to damage or interfere with the operation of other, existing facilities.
4. **Indemnity.** Permittee shall indemnify and hold harmless the City, its elected or appointed officials, officers, agents, employees, representatives, successors, and assigns from any and all suits, actions, legal or administrative proceedings, claims, debts, demands, damages, obligations, losses, judgments, charges, interest, attorneys' fees, costs, causes of action of every kind and character, whether in law or equity, and expenses of every kind, arising out of the use of Facilities by Permittee and the construction, maintenance, or removal of any structures installed by Permittee in the Williams ROW.
5. **Improvements of Roadway.** If the City undertakes to improve the Williams ROW or other City owned property adjacent thereto, it shall be the responsibility of Permittee to cooperate with the City in such endeavor provided, however, the Permittee shall not be obligated to relocate all or part of Facilities, or otherwise incur any costs in connection with this paragraph.
6. **Safety, etc.** During initial installation of Facilities or during any future repair or maintenance, or relocation thereof, Permittee shall at all times maintain flagmen, signs, lights, and other safety devices as may be necessary to properly protect traffic upon the roadway and to warn and safeguard the public against injury or damage.
7. **Surveying.** It is Permittee's responsibility to verify the limits of the Williams ROW and perform land surveying if necessary for location of Facilities authorized hereby.
8. **Abutting landowners.** No inherent or retained right or privilege of any abutting property owner is affected by this Permit nor is the City responsible for any claim which may develop between Permittee and any property owner concerning the use of the Williams ROW. Permittee is responsible for maintaining reasonable access to private driveways during installation of Facilities and for restoration of any driveways to such Owners' satisfaction. Permittee is required to replace any disturbed area with "in kind" materials through the entire area unless a satisfactory replacement is approved by the City and abutting property owner.
9. **Implied approval.** Approval of this Agreement does not constitute any warranty of fitness of design or construction details for Facilities. Permittee is responsible for compliance with all applicable governmental codes and regulations.
10. **Notice.** Permittee shall give the City 24 hours' notice prior to beginning any work permitted hereby and shall give notice promptly upon completion.
11. **Construction of Agreement.** This Agreement is transferable, with or without the consent of the City, to any party who is an affiliate, subsidiary, or parent of Permittee or to any

person or entity which holds title to any of the real property benefiting from Facilities. Should Permittee transfer, sell, or otherwise dispose of the property serviced by the Facilities, the obligation to maintain the Facilities in the Williams ROW shall be assumed by the successor, purchaser, or any other person that owns and/or maintains the property connected to the Facilities.

12. **Termination.** This Agreement shall remain in effect from the date hereof and for so long as Facilities described in paragraph 1 remain in the Williams ROW.

13. **Miscellaneous.** This Agreement shall bind and benefit the parties and their respective successors and assigns. This Agreement shall be governed by and construed under the laws of the State of Georgia. The Permittee may assign this Agreement to any parent, affiliate, or subsidiary of Permittee, to any partnership or joint venture in which Owner participates or has an interest, to any person who takes title to the real property owned by Owner, to any lender or mortgagee of said real property, or to any entity in which Owner or any of Owner's successors in interest have an ownership interest.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

CITY OF SOUTH FULTON, a
municipality organized under the laws of the
State of Georgia

By: _____

Name: _____

Title: _____

RECOMMENDED:
(DEPARTMENT OF PUBLIC WORKS)

Name: _____

Title: _____

APPROVED AS TO FORM:

CITY ATTORNEY

[Signatures continue on following page]

Signed and sealed in the presence of:

Unofficial Witness

Notary Public (SEAL)

PERMITTEE

a Georgia limited liability company

By: _____

Name:

Title:

07/11/17 (1717334600001)

EXHIBT "A" (The Plans)

***** UNCLASSIFIED *****



ROBERT L. SMITH
1952 S. JEFFERSON AVE., SUITE 200
FULTON, GEORGIA 30504
(770) 123-4567
LAND PLANNING
THE FULTON
LAND DEVELOPMENT



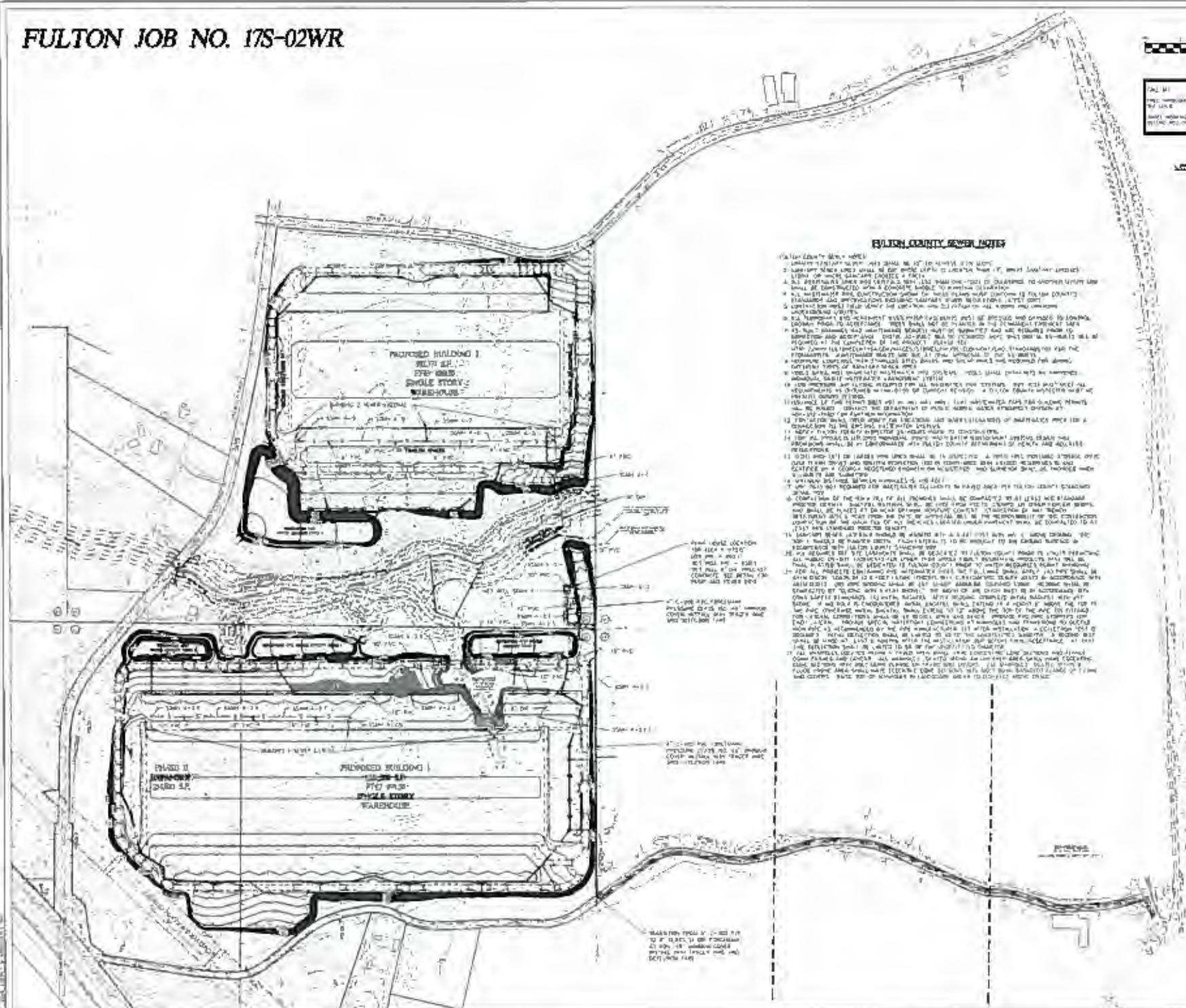
PROPOSED
SABEN TATUM ROAD
SHUGART AREA 3A
LAND LOT 125 & 132
7TH DISTRICT, GEORGIA
FULTON COUNTY

REVISIONS	DATE	BY	DESCRIPTION
1	10/24/17	RLS	FINAL REVISION
2	10/24/17	RLS	FINAL REVISION
3	10/24/17	RLS	FINAL REVISION
4	10/24/17	RLS	FINAL REVISION
5	10/24/17	RLS	FINAL REVISION
6	10/24/17	RLS	FINAL REVISION
7	10/24/17	RLS	FINAL REVISION
8	10/24/17	RLS	FINAL REVISION
9	10/24/17	RLS	FINAL REVISION
10	10/24/17	RLS	FINAL REVISION

OVERALL SITE PLAN	DATE	BY	DESCRIPTION
1	10/24/17	RLS	FINAL REVISION
2	10/24/17	RLS	FINAL REVISION
3	10/24/17	RLS	FINAL REVISION
4	10/24/17	RLS	FINAL REVISION
5	10/24/17	RLS	FINAL REVISION
6	10/24/17	RLS	FINAL REVISION
7	10/24/17	RLS	FINAL REVISION
8	10/24/17	RLS	FINAL REVISION
9	10/24/17	RLS	FINAL REVISION
10	10/24/17	RLS	FINAL REVISION

PROJECT NO.
16-093

SHEET NO.
CPM1.0



FULTON COUNTY ZONING ORDINANCE

1. The purpose of this ordinance is to establish a system of zoning regulations to promote the health, safety, and general welfare of the community by regulating the use of land and buildings.

2. The zoning regulations shall be based on the following principles:

- a. The separation of incompatible uses.
- b. The promotion of the most efficient use of land.
- c. The protection of the environment.
- d. The promotion of the community's economic development.
- e. The promotion of the community's cultural and historical resources.

3. The zoning regulations shall be applied to all land and buildings within the jurisdiction of the county, except as otherwise provided.

4. The zoning regulations shall be subject to the following exceptions:

- a. The use of land for agricultural purposes.
- b. The use of land for public purposes.
- c. The use of land for religious purposes.
- d. The use of land for educational purposes.
- e. The use of land for medical purposes.
- f. The use of land for other purposes as determined by the county board of commissioners.

5. The zoning regulations shall be subject to the following conditions:

- a. The use of land shall be in accordance with the zoning map.
- b. The use of land shall be in accordance with the zoning ordinance.
- c. The use of land shall be in accordance with the zoning regulations.
- d. The use of land shall be in accordance with the zoning rules.
- e. The use of land shall be in accordance with the zoning laws.
- f. The use of land shall be in accordance with the zoning regulations.
- g. The use of land shall be in accordance with the zoning rules.
- h. The use of land shall be in accordance with the zoning laws.
- i. The use of land shall be in accordance with the zoning regulations.
- j. The use of land shall be in accordance with the zoning rules.
- k. The use of land shall be in accordance with the zoning laws.
- l. The use of land shall be in accordance with the zoning regulations.
- m. The use of land shall be in accordance with the zoning rules.
- n. The use of land shall be in accordance with the zoning laws.
- o. The use of land shall be in accordance with the zoning regulations.
- p. The use of land shall be in accordance with the zoning rules.
- q. The use of land shall be in accordance with the zoning laws.
- r. The use of land shall be in accordance with the zoning regulations.
- s. The use of land shall be in accordance with the zoning rules.
- t. The use of land shall be in accordance with the zoning laws.
- u. The use of land shall be in accordance with the zoning regulations.
- v. The use of land shall be in accordance with the zoning rules.
- w. The use of land shall be in accordance with the zoning laws.
- x. The use of land shall be in accordance with the zoning regulations.
- y. The use of land shall be in accordance with the zoning rules.
- z. The use of land shall be in accordance with the zoning laws.

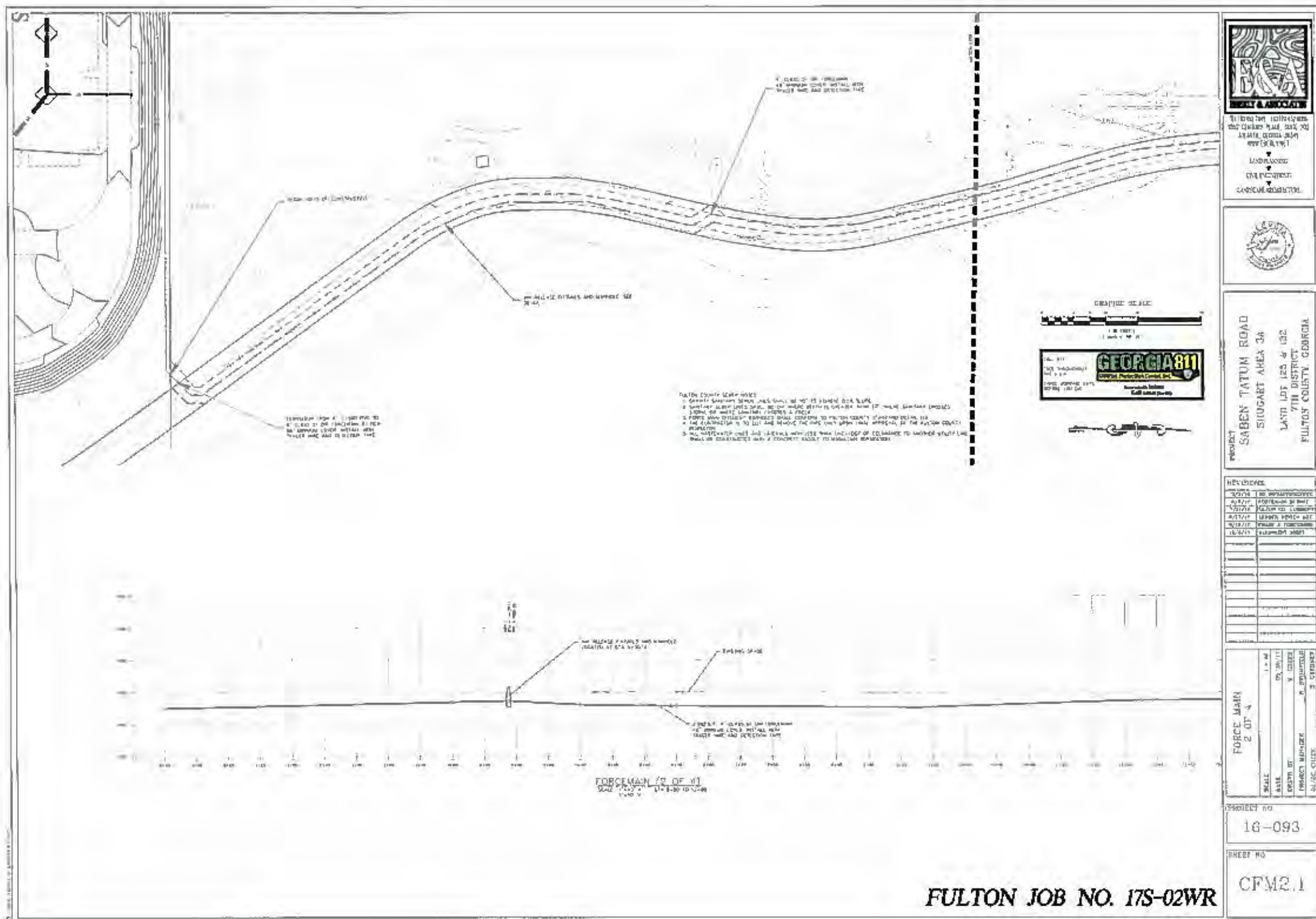


EXHIBIT "B"

Williams Road 20-foot Sewer Easement (10/09/17)

All that tract or parcel of land lying and being in Land Lots 133 and 134 of the 7th District, Fulton County, Georgia, and being more particularly described as follows:

Commencing at a point located at the intersection of the Westerly right-of-way line of Williams Road (40-foot right-of-way) with the Land Lot Line common to 132 and 133; Thence along the Westerly right-of-way line of Williams Road North 37 degrees 09 minutes 33 seconds West, a distance of 2.53 feet to a point, said point being the TRUE POINT OF BEGINNING; Thence North 37 degrees 09 minutes 33 seconds West, a distance of 20.23 feet to a point; Thence North 44 degrees 08 minutes 34 seconds East, a distance of 15.74 feet to a point; Thence North 00 degrees 51 minutes 26 seconds West, a distance of 7.50 feet to a point; Thence North 37 degrees 09 minutes 33 seconds West, a distance of 31.84 feet to a point; Thence North 37 degrees 04 minutes 28 seconds West, a distance of 150.43 feet to a point; Thence North 36 degrees 45 minutes 16 seconds West, a distance of 135.45 feet to a point; Thence along a curve to the right having an arc length of 92.69 feet, with a radius of 326.15 feet, being subtended by a chord bearing of North 28 degrees 36 minutes 45 seconds West, for a distance of 92.38 feet to a point; Thence along a curve to the right having an arc length of 65.60 feet, with a radius of 191.75 feet, being subtended by a chord bearing of North 10 degrees 40 minutes 10 seconds West, for a distance of 65.28 feet to a point; Thence North 01 degrees 11 minutes 50 seconds West, a distance of 64.82 feet to a point; Thence North 07 degrees 37 minutes 48 seconds East, a distance of 53.71 feet to a point; Thence North 11 degrees 58 minutes 11 seconds East, a distance of 95.05 feet to a point; Thence North 33 degrees 01 minutes 49 seconds West, a distance of 28.47 feet to a point; Thence along a curve to the left having an arc length of 93.27 feet, with a radius of 953.19 feet, being subtended by a chord bearing of North 08 degrees 12 minutes 19 seconds East, for a distance of 93.24 feet to a point; Thence along a curve to the left having an arc length of 113.42 feet, with a radius of 335.81 feet, being subtended by a chord bearing of North 04 degrees 16 minutes 27 seconds West, for a distance of 112.89 feet to a point; Thence North 14 degrees 29 minutes 22 seconds West, a distance of 169.67 feet to a point; Thence North 17 degrees 46 minutes 40 seconds West, a distance of 108.08 feet to a point; Thence along a curve to the right having an arc length of 153.20 feet, with a radius of 671.35 feet, being subtended by a chord bearing of North 11 degrees 14 minutes 25 seconds West, for a distance of 152.87 feet to a point; Thence North 06 degrees 16 minutes 19 seconds West, a distance of 21.22 feet to a point; Thence North 00 degrees 44 minutes 18 seconds East, a distance of 182.35 feet to a point; Thence North 05 degrees 20 minutes 27 seconds East, a distance of 88.96 feet to a point; Thence along a curve to the right having an arc length of 127.94 feet, with a radius of 440.84 feet, being subtended by a chord bearing of North 13 degrees 39 minutes 18 seconds East, for a distance of 127.49 feet to a point; Thence North 20 degrees 45 minutes 56 seconds East, a distance of 74.67 feet to a point; Thence North 22 degrees 56 minutes 06 seconds East, a distance of 196.26 feet to a point; Thence North 23 degrees 18 minutes 18 seconds East, a distance of 133.01 feet to a point; Thence North 23 degrees 40 minutes 45 seconds East, a distance of 101.51 feet to a point; Thence along a curve to the left having an arc length of 97.59 feet, with a radius of 595.49 feet, being subtended by a chord bearing of North 18 degrees 59 minutes 03 seconds East, for a distance of 97.48 feet to a point; Thence along a curve

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to the left having an arc length of 36.97 feet, with a radius of 148.00 feet, being subtended by a chord bearing of North 07 degrees 07 minutes 58 seconds East, for a distance of 36.87 feet to a point; Thence North 02 degrees 19 minutes 55 seconds East, a distance of 69.02 feet to a point; Thence North 05 degrees 36 minutes 03 seconds East, a distance of 35.50 feet to a point; Thence along a curve to the right having an arc length of 37.62 feet, with a radius of 461.67 feet, being subtended by a chord bearing of North 07 degrees 56 minutes 07 seconds East, for a distance of 37.61 feet to a point; Thence North 15 degrees 19 minutes 27 seconds East, a distance of 73.28 feet to a point; Thence North 17 degrees 07 minutes 08 seconds East, a distance of 96.09 feet to a point; Thence North 18 degrees 25 minutes 01 seconds East, a distance of 39.94 feet to a point; Thence North 15 degrees 59 minutes 44 seconds East, a distance of 29.25 feet to a point; Thence along a curve to the left having an arc length of 35.96 feet, with a radius of 102.20 feet, being subtended by a chord bearing of North 05 degrees 54 minutes 56 seconds East, for a distance of 35.77 feet to a point; Thence North 03 degrees 33 minutes 48 seconds West, a distance of 78.79 feet to a point; Thence North 41 degrees 26 minutes 12 seconds East, a distance of 16.63 feet to a point; Thence North 08 degrees 50 minutes 59 seconds West, a distance of 393.40 feet to a point; Thence North 67 degrees 33 minutes 26 seconds East, a distance of 112.87 feet to a point; Thence South 22 degrees 26 minutes 34 seconds East, a distance of 20.00 feet to a point; Thence South 67 degrees 33 minutes 26 seconds West, a distance of 97.13 feet to a point; Thence South 08 degrees 50 minutes 59 seconds East, a distance of 387.04 feet to a point; Thence South 41 degrees 26 minutes 12 seconds West, a distance of 17.73 feet to a point; Thence South 03 degrees 33 minutes 48 seconds East, a distance of 70.41 feet to a point; Thence along a curve to the right having an arc length of 42.89 feet, with a radius of 122.20 feet, being subtended by a chord bearing of South 05 degrees 56 minutes 28 seconds West, for a distance of 42.67 feet to a point; Thence South 15 degrees 59 minutes 44 seconds West, a distance of 29.67 feet to a point; Thence South 18 degrees 25 minutes 01 seconds West, a distance of 40.13 feet to a point; Thence South 17 degrees 07 minutes 08 seconds West, a distance of 95.55 feet to a point; Thence South 15 degrees 19 minutes 27 seconds West, a distance of 72.08 feet to a point; Thence along a curve to the left having an arc length of 35.12 feet, with a radius of 441.67 feet, being subtended by a chord bearing of South 07 degrees 52 minutes 43 seconds West, for a distance of 35.11 feet to a point; Thence South 05 degrees 36 minutes 03 seconds West, a distance of 34.93 feet to a point; Thence South 02 degrees 19 minutes 55 seconds West, a distance of 68.05 feet to a point; Thence along a curve to the right having an arc length of 41.54 feet, with a radius of 168.00 feet, being subtended by a chord bearing of South 07 degrees 12 minutes 19 seconds West, for a distance of 41.44 feet to a point; Thence along a curve to the right having an arc length of 100.87 feet, with a radius of 615.49 feet, being subtended by a chord bearing of South 18 degrees 59 minutes 03 seconds West, for a distance of 100.76 feet to a point; Thence South 23 degrees 40 minutes 45 seconds West, a distance of 101.45 feet to a point; Thence South 23 degrees 18 minutes 18 seconds West, a distance of 132.88 feet to a point; Thence South 22 degrees 56 minutes 06 seconds West, a distance of 195.82 feet to a point; Thence South 20 degrees 45 minutes 56 seconds West, a distance of 74.50 feet to a point; Thence along a curve to the left having an arc length of 122.34 feet, with a radius of 420.84 feet, being subtended by a chord bearing of South 13 degrees 40 minutes 09 seconds West, for a distance of 121.91 feet to a point; Thence South 05 degrees 20 minutes 27 seconds West, a distance of 88.16 feet to a point; Thence South 00 degrees 44 minutes 18 seconds West, a distance of 100.32 feet to a point; Thence South 06 degrees 16 minutes 19 seconds East, a distance of 20.27 feet to a point; Thence along a curve to the left

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having an arc length of 148.91 feet, with a radius of 651.35 feet, being subtended by a chord bearing of South 11 degrees 13 minutes 42 seconds East, for a distance of 148.58 feet to a point; Thence South 17 degrees 46 minutes 40 seconds East, a distance of 108.66 feet to a point; Thence South 14 degrees 29 minutes 22 seconds East, a distance of 170.33 feet to a point; Thence along a curve to the right having an arc length of 120.27 feet, with a radius of 355.81 feet, being subtended by a chord bearing of South 04 degrees 16 minutes 55 seconds East, for a distance of 119.70 feet to a point; Thence along a curve to the right having an arc length of 87.11 feet, with a radius of 973.19 feet, being subtended by a chord bearing of South 07 degrees 57 minutes 58 seconds West, for a distance of 87.08 feet to a point; Thence South 33 degrees 01 minutes 49 seconds East, a distance of 28.71 feet to a point; Thence along a curve to the right having an arc length of 4.15 feet, with a radius of 993.19 feet, being subtended by a chord bearing of South 11 degrees 51 minutes 00 seconds West, for a distance of 4.15 feet to a point; Thence South 11 degrees 58 minutes 11 seconds West, a distance of 98.44 feet to a point; Thence South 07 degrees 37 minutes 48 seconds West, a distance of 51.41 feet to a point; Thence South 01 degrees 11 minutes 50 seconds East, a distance of 63.34 feet to a point; Thence along a curve to the left having an arc length of 58.82 feet, with a radius of 171.75 feet, being subtended by a chord bearing of South 10 degrees 39 minutes 36 seconds East, for a distance of 58.53 feet to a point; Thence along a curve to the left having an arc length of 87.01 feet, with a radius of 306.15 feet, being subtended by a chord bearing of South 28 degrees 36 minutes 45 seconds East, for a distance of 86.72 feet to a point; Thence South 36 degrees 45 minutes 16 seconds East, a distance of 135.40 feet to a point; Thence South 37 degrees 04 minutes 28 seconds East, a distance of 150.36 feet to a point; Thence South 37 degrees 09 minutes 33 seconds East, a distance of 38.38 feet to a point; Thence South 00 degrees 51 minutes 26 seconds East, a distance of 22.34 feet to a point; Thence South 44 degrees 08 minutes 34 seconds West, a distance of 27.08 feet to a point, said point being the TRUE POINT OF BEGINNING.

Said easement area contains 1.549 Acres.

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EXHIBIT "B-1" (Easement Location Map)



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DIVIDER SHEET

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

ORDINANCE NO. 2017-026

AMENDMENT TO ORDINANCE NO. 2017-018

The following amendment to Ordinance No. 2017-18, entitled “Ordinance to Amend Title 8 of the City of South Fulton Code of Ordinances, to provide for duties and authority of police officers.”

Adding Sec. 8-1014 regarding the duties and authority of police officers, as follows:

Sec. 8-1014. – Duties and authority of police officers.

- (a) It shall be the duty of officers of the police department to enforce this Title and all other traffic laws of the city and all of the state vehicle laws applicable to street traffic in the city.
- (b) Officers of the police department are hereby authorized to direct all traffic by voice, hand, or signal in conformity with traffic laws; provided that, in the event of a fire or other emergency or to expedite traffic or to safeguard pedestrians, officers of the police department may direct traffic as conditions may require notwithstanding the provisions of the traffic laws.
- (c) County fire officers when at the scene of a fire, may direct or assist the police in directing traffic there or in the immediate vicinity.
- (d) The duties and responsibilities created by this chapter shall apply to any police department that is assigned jurisdiction by the Mayor and City Council through an intergovernmental agreement created pursuant to Section 7.16(b) of the City Charter.

The foregoing Ordinance No. **2017-026** is an Amendment to Ordinance No. 2017-018 adopted on _____ was offered by Councilmember _____, who moved its approval. The motion was seconded by Councilmember _____, and being put to a vote, the result was as follows:

	AYE	NAY
William “Bill” Edwards, Mayor	_____	_____
Catherine Foster Rowell, Mayor Pro Tem	_____	_____
Carmalitha Lizandra Gumbs	_____	_____
Helen Zenobia Willis	_____	_____
Gertrude Naeema Gilyard	_____	_____
Rosie Jackson	_____	_____
khalid kamau	_____	_____
Mark Baker	_____	_____

THIS ORDINANCE adopted this _____ day of _____ 2017. **CITY OF SOUTH FULTON, GEORGIA**

WILLIAM “BILL” EDWARDS, MAYOR

ATTEST:

MARK MASSEY, CITY CLERK

APPROVED AS TO FORM:

JOSH BELINFANTE, INTERIM CITY ATTORNEY



DIVIDER SHEET

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

ORDINANCE NO. 2017-027

AMENDMENT TO ORDINANCE NO. 2017-018

Councilmember Willis and Mayor Pro Tem Rowell offer the following amendment to Ordinance No. 2017-18, entitled “Ordinance to Create Title 8 of the City of South Fulton Code of Ordinances, Traffic and Vehicles, and to establish general rules of the road for the City of South Fulton.”

Revising Sec. 8-1001., regarding the adoption and incorporation of state and federal law, as follows:

Sec. 8-1001. - Adoption of State and Federal Laws

(a) *Adoption of federal law by reference.* For the purpose of regulating vehicles and traffic in the City, there is hereby adopted, as if fully set out herein, the following federal regulations:

- (1) Reference 49 C.F.R. 382, 383, 390-393, and 395-397, the Commercial Motor Vehicle Safety Act of 1986; and
- (2) The Federal "Out of Service" Criteria as amended from time to time.

(b) *Adoption of state law by reference.* Pursuant to Chapter 6 of Title 40 of the Official Code of Georgia Annotated, O.C.G.A. §§ 40-6-372 through 40-6-376, O.C.G.A. § 40-6-1 *et seq.*, known as the “Uniform Rules of the Road,” and the definitions contained in O.C.G.A. § 40-1-1 and O.C.G.A. § 40-7-3 are hereby adopted as and for the traffic regulations of this City with like effect as if recited herein.

Adding Secs. 8-1010-11., regarding ATVs and Off-Road Vehicles, as follows:

Sec. 8-1010. - Operation of all-terrain and off road vehicles.

- (a) It shall be unlawful for anyone to operate an ATV on the public roads and highways within the City.
- (b) It shall be unlawful for anyone to operate an ATV or off road vehicle on any City sidewalk, City park, City trail, City shared multi-use path, City bicycle path, City recreation facility, and all other City property. (This section does not apply to authorized City employees/agencies in the performance of their duties (i.e. police officers, parks employees, etc.).

- (c) It shall be unlawful for anyone to operate an off road vehicle in the public right-of-way in residential zoning districts and in multi-family zoning districts. These specific restrictions are authorized pursuant to the State of Georgia's "Off-Road Vehicle Act of 1975", Georgia Code Annotated §§ 40-7-1 through 40-7-6.
- (d) No person shall operate an ATV or off road vehicle in a manner which violates any City ordinance regarding noise or noise levels.
- (e) Nothing in this ordinance shall prohibit or interfere with the open access of sidewalks or public infrastructure to persons with disabilities, wheelchairs, or in any way conflict with the American with Disabilities Act.

Sec. 8-1011. – Penalties for violations of Sec. 8-1010.

For any violations of Sec. 8-1010, any person violating these provisions will be subject to the following penalties:

- (a) For a first violation, the penalty will be in the amount of \$750.00.
- (b) For a second violation, the penalty will be in the amount of \$1,000.00.
- (c) For a third violation, the penalty shall be a minimum of 30 days in jail, not to exceed six months.
- (d) For all subsequent violations, the penalty shall be a minimum of 60 days in jail, not to exceed six months.

The foregoing Amendment to Ordinance No. **2017-027** adopted on _____ was offered **Mayor Pro Tem Rowell and Councilmember Willis**, who moved its approval. The motion was seconded by Councilmember _____, and being put to a vote, the result was as follows:

	AYE	NAY
William “Bill” Edwards, Mayor	_____	_____
Catherine Foster Rowell, Mayor Pro Tem	_____	_____
Carmalitha Lizandra Gumbs	_____	_____
Helen Zenobia Willis	_____	_____
Gertrude Naeema Gilyard	_____	_____
Rosie Jackson	_____	_____
khalid kamau	_____	_____
Mark Baker	_____	_____

THIS ORDINANCE adopted this _____ day of _____ 2017. **CITY OF
SOUTH FULTON, GEORGIA**

WILLIAM “BILL” EDWARDS, MAYOR

ATTEST:

MARK MASSEY, CITY CLERK

APPROVED AS TO FORM:

JOSH BELINFANTE, INTERIM CITY ATTORNEY



DIVIDER SHEET

STATE OF GEORGIA

COUNTY OF FULTON

CITY OF SOUTH FULTON

ORDINANCE NO. 2017-028

AN ORDINANCE, GRANTING TO ATLANTA GAS LIGHT COMPANY, A GEORGIA CORPORATION, HEREINAFTER DESIGNATED AS “COMPANY”, ITS SUCCESSORS AND ASSIGNS, THE RIGHT AND FRANCHISE TO USE AND OCCUPY THE STREETS, AVENUES, ROADS, PUBLIC HIGHWAYS, ALLEYS, LANES, WAYS, PARKS, AND OTHER PUBLIC PLACES OF THE CITY OF SOUTH FULTON, GEORGIA, FOR CONSTRUCTING, MAINTAINING, RENEWING, REPAIRING, AND OPERATING A GAS WORKS AND GAS DISTRIBUTION SYSTEM, AND OTHER NECESSARY MEANS FOR MANUFACTURING, TRANSMITTING, DISTRIBUTING AND SELLING OF MANUFACTURED, NATURAL OR COMMINGLED GAS WITHIN AND THROUGH THE CITY OF SOUTH FULTON, GEORGIA; AND FIXING THE TERMS AND CONDITIONS OF SUCH GRANT; TO PROVIDE PROVISIONS GOVERNING THE FRANCHISE FEE CALCULATION; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City of South Fulton (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia;

WHEREAS, pursuant to Act 421 of the 2016 session of the Georgia General Assembly (the “City Charter”), the City of South Fulton incorporated on May 1, 2017;

WHEREAS, pursuant to Section 1.12(b)(32), the City is authorized to grant franchises or make contracts for public utilities and public services and to prescribe the rates, fares, regulations, and the standards and conditions of service applicable to the service to be provided by the franchise grantee or contractor;

WHEREAS, the City considers collecting a franchise fee from a gas company utilizing the public rights of way as compensation to the public for the use of the rights of way and a means of promoting the public health, safety, welfare and economic development of the City and to protect public works infrastructure,

WHEREAS, the City of South Fulton City Council finds it in the best interest of the City to adopt and enter into a Gas Franchise Agreement as set forth herein with Atlanta Gas Light Company, a Georgia Corporation.

WHEREAS, the City and the undersigned warrant and represent that there is no such franchise granted by the City and in force and effect, to any other person, firm or corporation and that the City is under no contract or obligation to any other person, firm

or corporation, in anywise relating to the installation of gas service in the City of South Fulton, Georgia; now, therefore

THE COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS
as follows:
SECTION 1.

Definitions.

- a. *Franchise Fee Factor (“FFF”)* means \$14.62, as periodically adjusted pursuant to Section 4.
- b. *Dedicated Design Day Capacity or “DDDC”* means the sum of the individual capacity in Dekatherms attributable to all Firm Customers, as defined below, located within the city limits of the City, which as of the date hereof is 46,696.879.
- c. *Firm Customers* means all residential and business customers who purchase gas service that ordinarily is not subject to interruption or curtailment.
- d. *Fiscal Year* means the 12 month period ending September 30, of each year.
- e. *GPSC* means the Georgia Public Service Commission or such successor regulatory body, having general regulatory authority over the Company.
- f. *Franchise Fee Factor Adjustment (“FFFA”)* means the percent change in the cost of service as explicitly or implicitly determined by the GPSC as a result of a rate case.

SECTION 2.

In exchange for making the franchise fee payments as provided in this Agreement, the City grants to the Company, its successors and assigns, a non-exclusive right to lay, construct, extend, maintain, renew, replace and repair gas pipes, valves, manholes, service boxes, posts, lamps, structures, appliances and all appurtenances and appendages under, along, through and across any streets, avenues, roads, public highways, alleys,

lanes, ways, parks, rights-of-way and other public places in the City (hereinafter collectively referred to as the “City’s Property”) and to use and occupy the City’s Property for the purpose of therein laying, constructing, extending, maintaining, renewing, replacing and repairing mains, pipes, valves, manholes, service boxes, posts, lamps, structures, appliances and all appurtenances and appendages thereto, used and useful for the manufacture, transmission, distribution and sale of gas within and through the present or future territorial limits of the City, such right, when exercised as herein provided, to commence as of May 1, 2017 and to continue for a term for thirty (30) years from the date of approval of this ordinance.

SECTION 3.

Company shall be entitled to charge for gas distribution services furnished by it such rates as are prescribed by the GPSC or other lawful regulatory body of the State of Georgia.

SECTION 4.

The total dollar amount of franchise fees paid by the Company to the City shall be calculated as follows:

The following formula quantifies this payment: $FF = \frac{FFF \times DDDC}{FFFA}$

Where,

FF = total franchise fees due City for the current Fiscal Year

FFF = the Franchise Fee Factor

DDDC = the Dedicated Design Day Capacity in the City as of the last day of the previous Fiscal Year

The Company shall adjust the Franchise Fee Factor by Franchise Fee Factor Adjustment only when the Company changes its rates as a result of a rate case with the GPSC.

The Company as the holder of the franchise privilege hereunder is responsible for the payment of all franchise fees payable hereunder, and shall file such reports and returns as required by this franchise ordinance. Company shall make the franchise fee payments to City on the same schedule and with such supporting documentation as Company provides to other municipalities in Georgia.

The franchise fee payments required hereunder shall be in lieu of any franchise fee, license fee, permit fee, administrative fee, occupation tax or other payment for the use of the rights-of-way by the Company for the provision of gas service, but shall not prohibit imposition of a license fee or an occupation tax on gas marketers. The Company shall comply with the City's utility right-of-way permitting process, as enacted, so long as such process does not conflict with O.C.G.A. §32-4-92 and is not more restrictive than rules and regulations as promulgated by the Georgia Department of Transportation. The City will not charge the Company any other franchise fee, occupation tax, or regulatory fee, as prohibited by O.C.G.A. §48-13-16, or any other fee prohibited by state law. Company reserves the right to reduce the annual franchise fee payable to the City for any and all fees, taxes or charges assessed by the City in contravention of this section in connection with the granting of permits to perform Company's work on City's Property during such Fiscal Year.

SECTION 5.

All rights herein granted and authorized by the City shall be subject to and governed only by this ordinance; provided, however, that the City expressly reserves unto

itself all of its police power to adopt general ordinances necessary to protect the safety and welfare of the general public in relation to the rights hereby granted not inconsistent with the provisions of this ordinance.

SECTION 6.

Company, upon making an opening in the City's Property, for the purpose of laying, repairing or maintaining gas facilities, shall use due care and caution to prevent injury to persons, and shall replace and restore the City's Property to its former condition as nearly as practicable, and within a reasonable time, and shall not unnecessarily obstruct or impede traffic upon the streets, avenues, roads, public highways, alleys, lanes, ways, parks and other places of the City.

SECTION 7.

Company shall save and keep harmless the City from any and all liability by reason of damage or injury to any person or persons whomsoever, on account of negligence of the Company in the installation, maintenance and repair of its mains and pipe lines located in the City's Property, provided the Company shall have been notified in writing of any claim against the City on account thereof and shall have been given ample opportunity to defend the same.

SECTION 8.

This ordinance, after its passage according to law, in writing duly filed with the City Clerk, shall be effective and in full force after the date of acceptance by Company.

SECTION 9.

Throughout the term of this Franchise Agreement, the Company shall, at its own cost and expense, maintain Comprehensive General Liability Insurance and shall, upon request, provide the City certificates of insurance designating the City as additional

insured and demonstrating that the Company has obtained the insurance required in this Section. Such policy or policies shall be in the minimum amount of One Million Dollars (\$1,000,000.00) for bodily injury or death to any one person, and One Million Dollars (\$1,000,000.00) for bodily injury or death to any two or more persons resulting from one occurrence, and One Million Dollars (\$1,000,000.00) for property damage resulting from any one accident. Such policy or policies shall be non-cancelable except upon thirty (30) days' prior written notice to the City. The Company shall provide workers' compensation coverage in accordance with applicable law. The Company shall indemnify and hold harmless the City from any workers' compensation claims to which the Company may become subject during the term of this Franchise Agreement. Alternatively, and in lieu of the foregoing insurance requirements, the Company may elect to self-insure or insure through its captive insurance carrier, provided that Company or its parent company have sufficient net worth to do so, as determined by customary practice in the natural gas utility industry.

SECTION 10.

Unless 90 days written notice is given by one party to the other prior to the expiration of this agreement, this franchise shall be considered as renewed and binding in all its provisions for ten (10) years after such expiration and this franchise shall so continue in operation and effect for a further and second term of ten (10) years unless such notice be given by either party prior to the expiration of the first such renewed term.

SECTION 11.

If the City grants a franchise to any other person, firm or corporation for the distribution and selling of gas, or if the City elects to establish a municipal system for the distribution and selling of gas, any proposed facilities within the certificated area of

Company must receive prior approval by the GPSC. City shall notify, or shall require any other person, firm or corporation franchised for the distribution and selling of gas to notify, the GPSC and Company of their intent to install facilities parallel to and within the rights-of-way with Company facilities at least thirty (30) days prior to installation, and such installation shall not be initiated without the written consent of the GPSC provided, however, that the GPSC shall act on such notice within a reasonable amount of time and such consent shall not be unreasonably withheld.

SECTION 12.

In the event that any provision of this ordinance should be ruled void, invalid, unenforceable or contrary to public policy by any court of competent jurisdiction, the remaining provisions of this ordinance shall survive and be applied, and together with the invalid or unenforceable portion shall be construed or reformed to preserve as much of the original words, terms, purpose and intent as shall be permitted by law.

SECTION 13.

Any and all notices required to be given under this agreement shall be in writing and shall be delivered by U.S. Mail, return receipt requested, commercial overnight courier or hand delivery and shall be deemed delivered when received or rejected for receipt by the recipient. The parties' addresses are set forth below and can be changed upon thirty (30) days' notice to the other:

City:

Address

Attn:

Atlanta Gas Light Company:

P.O. Box 4569

Atlanta, GA 30302-4569

Attn: Rates and Regulatory

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SECTION 14.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SO ADOPTED by the City Council of the City of South Fulton, Georgia, at a meeting held
on _____.

The foregoing Ordinance No. **2017-028** _____ was offered by Councilmember _____, who moved its approval. The motion was seconded by Councilmember _____, and being put to a vote, the result was as follows:

	AYE	NAY
William “Bill” Edwards, Mayor	_____	_____
Catherine Foster Rowell (Mayor Pro Tem)	_____	_____
Carmalitha Lizandra Gumbs	_____	_____
Helen Zenobia Willis	_____	_____
Gertrude Naeema Gilyard	_____	_____
Rosie Jackson	_____	_____
khalid kamau	_____	_____
Mark Baker	_____	_____

Approved:

_____, Mayor

I, _____, Clerk of the City of South Fulton, Georgia, hereby certify that I was present at the meeting of the Mayor and Council of the City of South Fulton, Georgia, held on _____, 201____, which meeting was duly and legally called and held, and at which a quorum was present, and that an ordinance, a true and correct copy of which I hereby certify the foregoing to be, was duly passed and adopted by the Mayor and Council of the City of South Fulton, Georgia, at said meeting.

IN WITNESS WHEREOF, I hereunto set my hand and the seal of the City of South Fulton, State of Georgia, this _____ day of _____, 2017.

Clerk

(SEAL)

APPROVED AS TO FORM:

By: _____
Interim City Attorney

Accepted on behalf of Company, this _____ day of _____, 2017.

Atlanta Gas Light Company

By:_____

Name:

Title:_____



DIVIDER SHEET

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

ORDINANCE No. 2017-029

A proposed ordinance introduced by Mayor Pro Tem Rowell

**AN ORDINANCE TO ESTABLISH PROCEDURES TO PROVIDE
PREFERENCE TO CITY OF SOUTH FULTON BUSINESSES IN
COMPETITIVE SEALED BIDDING FOR CITY SERVICES.**

WHEREAS, the City of South Fulton (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia;

WHEREAS, the City Council is authorized by O.C.G.A. § 36-35-3 to adopt ordinances relating to its property, affairs, and local government;

WHEREAS, local businesses contribute significantly to the economic health of our city and to the quality of life of our citizens and visitors; and

WHEREAS, the City finds it to be in the public interest and for the well-being of the City and its inhabitants to encourage the growth of local businesses by means of increasing the participation of these businesses in the city’s purchase of goods and services.

THE COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS
as follows:

Section 1: The City of South Fulton Code of Ordinances, Title 10 Procurement, Chapter 1, shall be as follows:

Title 10: **Procurement**

Chapter 1: ***Local Business Preference***

Sections:

10-1001 Purpose.

10-1002 Authority.

10-1003 Preference.

10-1004 Local business and locally owned business designation.

10-1005 Exclusions.

10-1006 Violations and sanctions.

10-1007 Appeals.

Section 10-1001 Purpose.

Local businesses contribute significantly to the economic health of our city and to the quality of life of our citizens and visitors. The city encourages the growth of local businesses by means of increasing the participation of these businesses in the city's purchase of goods and services.

Section 10-1002 Authority.

Once established, the purchasing director for the City shall be responsible for enforcement of this chapter.

Section 10-1003 Preference.

- (1) A two percent evaluation preference will be applied to any sealed competitive process for goods, supplies, equipment, materials, services, or professional services from a business designated as a local business.
- (2) An additional four percent evaluation preference will be applied to any sealed competitive process for goods, supplies, equipment, materials, services or professional services from a business designated as a locally owned business.
- (3) When a nonlocal business has submitted the lowest responsive responsible bid, and when one or more local businesses, as defined in Section 10-1004, have also bid, the local business' total bid amount will be reduced by the preference percentage of either two or six percent for bid comparison purposes. If the net amount is lower than the lowest bid, the contract will be awarded to the local business for the full amount of its bid. When a request for proposals is used, the preference will reduce only the price component of the evaluation criteria.

Section 10-1004 Local Business and Locally Owned Business Designation.

- (1) A business shall comply with all of the following to be designated a local business:
 - (a) The business shall have an office with at least one employee within the City of South Fulton;
 - (b) The business shall not be delinquent with any payments to the City; and

- (c) The business shall hold a valid City of South Fulton business license.
- (2) A business shall comply with the following to be designated as a locally owned business:
 - (a) The business shall meet the requirements for a local business designation; and
 - (b) At least fifty percent of the business' owners live in the City of South Fulton.

Section 10-1005 Exclusions.

- (1) The provisions of this chapter shall only apply to competitive sealed bidding and shall not apply to:
 - (a) Purchases under the informal bid limit as set by "Formal and Informal Bid Limits."
 - (b) Sole source purchases.
 - (c) Construction projects.
 - (d) Urgent purchases necessary to protect public health, welfare or safety.
 - (e) Purchases made under a cooperative agreement.
 - (f) Purchases made by credit card, petty cash, or on claims.
 - (g) Purchases funded by outside agencies that prohibit the use of preferences.
 - (h) Professional services requests for proposals where price is not considered in the selection of which service provider to engage in negotiations.

In addition, the city council shall have the authority to waive application of the local business preference at its discretion.

Section 10-1005 Violations and Sanctions.

(1) Any business that submits false information or fails to disclose material information in order to qualify for the preference pursuant to this chapter shall:

(a) Pay the city any difference between the contract amount and what the city's cost would have been if the contract had been properly awarded, and

(b) Be prohibited from bidding on any city contract or receiving any city contract for a period of three years of the discovery of facts supporting the same.

Section 10-1006 Appeals.

Any business subject to a sanction may appeal it. Appeals shall be in writing and shall clearly state the basis for the appeal. Grounds not stated in the written appeal may not be considered.

(a) If the contract is under the formal bid limit, appeals shall be filed with the appropriate department within seven calendar days of the date of the city's written notice of the intention to impose sanctions. The department director will review the appeal and issue a written response within fourteen calendar days. The decision of the department director shall be final.

(b) If the contract is over the formal bid limit, appeals shall be filed with the city clerk within seven calendar days of the date of the city's written notice of the intention to impose sanctions. The city council will review the appeal and its decision shall be final.

Section 2: Severability

In the event any portion of this ordinance shall be declared or adjudged invalid or unconstitutional, it is the intention of the City Council of the City of South Fulton, Georgia, that such adjudication shall in no manner affect the other sections, sentences, clauses or phrases of this ordinance which shall remain in full force and effect, as if the invalid or unconstitutional section, sentence, clause or phrase were not originally a part of the ordinance.

Section 3: Repealer

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Section 4: Effective Date

Unless specifically specified elsewhere in this Ordinance, the effective date of this Ordinance shall be immediately.

The foregoing Ordinance No. **2017-029** was adopted on _____, was offered by Councilmember _____, who moved its approval. The motion was seconded by Councilmember _____, and being put to a vote, the result was as follows:

“FIRST READING”

	AYE	NAY
William “Bill” Edwards, Mayor	_____	_____
Catherine Foster Rowell, Mayor Pro Tem	_____	_____
Carmalitha Lizandra Gumbs	_____	_____
Helen Zenobia Willis	_____	_____
Gertrude Naeema Gilyard	_____	_____
Rosie Jackson	_____	_____
khalid kamau	_____	_____
Mark Baker	_____	_____

**THIS ORDINANCE adopted this _____ day of _____ 2017. CITY
OF SOUTH FULTON, GEORGIA**

WILLIAM “BILL” EDWARDS, MAYOR

ATTEST:

MARK MASSEY, CITY CLERK

APPROVED AS TO FORM:

JOSH BELINFANTE, INTERIM CITY ATTORNEY



DIVIDER SHEET

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

ORDINANCE NO. 2017-030

AMENDMENT TO ORDINANCE NO. 2017-012

The following is a proposed amendment to Ordinance No. 2017-12, entitled “Adoption of Ordinance Establishing the Board of Code Enforcement for the City of South Fulton.”

Revising Section 3-4001, addressing the establishment of the Board, as follows:

- (f) *Jurisdiction.* The Code Enforcement Board shall have non-exclusive jurisdiction to decide matters and alleged violations of all applicable codes and ordinances set forth in O.C.G.A. § 36-74-21(2), with the exception of state minimum standard codes provided in O.C.G.A. § 8-2-25 other than the International Property Maintenance Code or International Building Code, and ordinances and resolutions enacted pursuant to O.C.G.A. § 8-2-25 other than those regarding the International Property Maintenance Code or International Building Code.

The foregoing Amendment to Ordinance No. 2017-030 _____ was offered on _____ by Councilmember _____, who moved its approval. The motion was seconded by Councilmember _____, and being put to a vote, the result was as follows:

	AYE	NAY
William “Bill” Edwards, Mayor	_____	_____
Catherine Foster Rowell,	_____	_____
Mayor Pro Tem		
Carmalitha Lizandra Gumbs	_____	_____
Helen Zenobia Willis	_____	_____
Gertrude Naeema Gilyard	_____	_____
Rosie Jackson	_____	_____
khalid kamau	_____	_____
Mark Baker	_____	_____

THIS ORDINANCE AMENDMENT adopted this _____ day of _____ 2017.
CITY OF SOUTH FULTON, GEORGIA

WILLIAM “BILL” EDWARDS, MAYOR

ATTEST:

MARK MASSEY, CITY CLERK

APPROVED AS TO FORM:

JOSH BELINFANTE, INTERIM CITY ATTORNEY



DIVIDER SHEET



City of South Fulton - Georgia
Office of the City Manger

City Manager's Report
Week Ending – October 20, 2017

October 20, 2017

Honorable Mayor and Council,

Below you find the Office of the City Manager's Weekly Report. This report is intended to provide you with weekly updates of high level task/works in progress from each respective division. Should you have further questions regarding the report, please do not hesitate to contact me directly.

Sincerely,

Ruth C. Jones
Interim City Manager

CITY MANAGER'S DIVISION

1. Met with Mayor and Council Members for their regular standing meetings
2. Met with executive staff to discuss activity updates & projects
3. Attended Special Called City Council Meeting
4. Reviewed Waste RFP with Purchasing Director
5. Attended and presented at the District 1 Town Hall meeting
6. Met with Chief Judge Sellers
 - a. Contract discussion
 - b. Staffing
 - c. Facilities
7. Met with Mayor & Director of Community Development Services
 - a. Discuss Zoning Moratorium
8. Attended the City of South Fulton Novus Agenda Kick Off

Under the Direction of the City Manager

ASSISTANT TO THE CITY MANAGER

1. Met with City Manager to discuss weekly priorities
2. Prepared for New Staff Arrival
 - a. Issued official City Id Badges / Access Cards
 - b. Assigned office Space
 - c. Assigned desk phones and computers
 - d. Assigned cell phones to critical staff
3. Issued access cards to Police Department as requested for new staff / team members
4. Met with executive staff to follow-up on activity updates & projects
5. Attended a meeting with Communications Director regarding website Consultation and Timeline
6. Met with InterDev Representative Kyron Parker to discuss the City IT Framework-Ongoing
7. Met with Fulton County IT liaison to the city, Namarr Strickland to discuss
 - a. IT Project Management for: Parks, Police and Fire
8. Attended Special Called City Council Meeting

FINANCE DIVISION

1. Solid Waste Collection and Recycling Services RFP
 - a. The City of South Fulton Purchasing division developed a RFP for Solid Wasted Collection and Recycling Services. This RFP was reviewed with Councilwoman Willis and compared to the Fulton County Waste Collection Ordinance. Because of several discussions and reviews, key points were determined and presented during the Special Meeting on Tuesday, October 17, 2017. This RFP was revised and ready to be posted on Friday, October 20, 2017 on COSF Bidnet Direct website.
2. The Purchasing division drafted the contract with VIVO360, Inc. and coordinated the execution of the contract with the Mayor and Interim City Attorney. VIVO360, Inc. was given the Notice to Proceed with the new name and verbal identity of the new city.
3. The Purchasing division drafted the piggyback contract guidelines, and agreement checklist to be used in performing due diligence when determining if piggybacking off another entity's contract is the most efficient method of procurement for COSF.
4. Attended meetings with IFS Securities to facilitate the \$10 million Tax Anticipation Note for the City of South Fulton to address cash flow needs.
5. Finalized Accountant position interview process and made an offer, accepted the offer and to start work on Monday October 30, 2017.
6. Attended meetings and conference calls with Wells Fargo Bank, Iberia Bank, Fidelity Bank and Citizen Bank for banking services and future long term projects funding.

7. Attended Georgia Municipal Association training on Occupation Tax and Alcohol Excise Tax and License.
8. Worked with our financial software representatives to set up online payments in preparation of the opening of the Municipal Court next month, November 2017.
9. Worked on payroll processing and reporting
10. Accounts payable and benefit reconciliation
11. Continue working with our financial software representatives on our payroll services conversion and other services

COMMUNICATIONS / EXTERNAL AFFAIRS DIVISION

1. On- Site meetings with CivisPlus - Website Consultation
 - Met with core team and department heads for alignment consulting
 - Met with intranet stakeholders to layout structure, permissions and discuss materials that will be placed on the website.
 - a) Departments Represented:
 - Police
 - Fire
 - Parks & Rec
 - Human Resources
 - Finance/Purchasing
 - Clerk's Office
 - Communications
2. Breast Cancer Awareness & Wear Pink Day
 - a) Social Media Campaign #COSFGAPinkOut
 - b) October 20: City of South Fulton Pink Out
3. Domestic Violence Awareness Month
 - a) Social Media Campaign #COSFGAPurpleThursday
 - b) October 19: City of South Fulton Purple Thursday
4. Facilitated the start of the naming process for the City
 - a) VIVO 360 will begin their strategy

DEVELOPMENT SERVICES DIVISION

Business Licensing:

- Sent 2017 Renewals and Delinquent letters to Dove Mailings for mass mail out.
- Coordinating and Setting up training and Alcohol process meeting
- Trained Suzanne Bright on New Business License Application for 2018 Renewal Season
- Revised Renewal and Form Letter for new Business License Process
- Reviewed and Revised Two Business License brochures and submitted to Dana Gray
- Completed Proposed Fee Increase Schedule for Business License Dept.

- Continued ongoing Edmunds training for efficient customer service and data retrieval
- Ongoing collaboration with Edmunds/RDS/County on Excise Tax process and setup in Edmunds software

Code Enforcement:

- Process over \$5,500 in Code Board Fines
- Attended District 1 Councilwoman Catherine Rowell Town Hall meeting
- Removal of illegal signs
- Ongoing inspections and pre-court inspections on new and old cases
- Responded to and followed up on several code complaints by Council members
- Ongoing inspections and pre-court inspections on new and old cases

City Engineer:

- Began training on Edmunds software and coordination with Edmunds regarding tracking permitting activity and configuring software to support tracking of permit activity and communicating with applicants.
- Continued communication/coordination with property owner on Thurman Drive regarding requirements for permitting completion of work on property.
- Continued communication/coordination with developer of Kingsland Subdivision regarding satisfying requirements to plat the subdivision.
- Completed review of Level One Stream Buffer Variance for proposed warehouse at 105 Lakeview Court and issued conditional approval letter to applicant.
- Continued working to reduce backlog of permit applications awaiting response.

Development Services (Planning/Zoning and Permits and Inspections):

- Scheduled and unscheduled meetings with Council members for updates and guidance on land use issues
- Ongoing communication and coordination with Edmunds for efficiency in the application of the software for planning, land development
- Meeting with West End Church of Christ for permit issuance
- Bedford Estates Amenity presented for review.
- Met with Edmunds & Associates to discuss concerns regarding software.
- Tele conference meeting with developer to discuss new warehouse (53K) at 5700 Plummer Rd.
- Ongoing staff response to all Open Records request presented this week.
- Staff conducted City's Planning Commission training on October 19, 2017 and finalize the remaining trainings for the Zoning Board of Appeals on October 20, 2017.
- Staff is currently preparing for the lifting of the Zoning Moratorium by reviewing processes and procedures. Zoning Applications are being finalized.
- Staff has met with a number of stakeholders to discuss potential rezoning, variances, and zoning modifications. Conducted several pre-application/submittal/resolution meetings with applicants

- Worked on implementing a standardization process for addressing. -Store 5330 Campbellton Fairburn Rd submitted for review.
- Received the quote for the ESRI software enterprise license. I am working on a justification/business case document.
- Provided assistance in working the backlog of plans awaiting completion of review. This consists of assigning and verification of addresses.
- Received the quote for the ESRI software enterprise license. I am working on a justification/business case document.

HUMAN RESOURCES DIVISION

Recruitment and Hiring

1. New Hires

Candidate Name	Position	Department	Start Date
Tarika Peeks	Senior Planner	Community Development Services	10/16/2017

2. New Hire's Bio

***Tarika Peeks** has 12 years of progressive work experience in City/ County Planning. In addition to her work experience, Ms. Peeks holds a Master of Science in Management and a Bachelor of Science in Urban Planning and Economic Development.*

3. Job Offers

- Job offers extended for the following position:

Candidate Name	Position	Department	Start Date
Hetal M. Shah	Accountant	Finance	10/30/2017

4. Preparing job offers

- Legislative Specialist (5 offers)
 - Offer letters pending approval
- Conducted interviews for **Development Site Inspector** on 9/19
 - Offer letter pending approval

5. Interviews

- Conducted interviews for **Court Administrator** on 10/10
 - Offer letter pending approval
- Conducted interviews for **Permit Specialist** on 10/17
 - Pending scoring from panelist
- Conducted interviews for **Clerk of Court** on 10/17
 - Pending scoring from panelist

- Conducted interviews for **Senior Court Clerk** on 10/18
 - Pending scoring from panelist
- Scheduling interviews for:
 - Planner II

6. Closed Job Announcements update:

Job Title	Open Date	Closing Date	# of applicants (as of 10/19/17)	Comments
CITY MANAGER	09/08/17	Continuous	117	Active recruitment
EXECUTIVE ASSISTANT, CITY MANGER	7/13/17	7/23/17	49	Applicants forwarded for review
CODE ENFORCEMENT OFFICER	10/12/17	10/19/17	144	Active recruitment
CODE ENFORCEMENT TEAM LEAD	10/12/17	10/19/17	7	Active recruitment
INFORMATION TECHNOLOGY DIRECTOR	10/03/17	10/16/17	129	Applicants forwarded for review
GIS ANALYST	10/03/17	10/09/17	35	Applicants forwarded for review
HUMAN RESOURCES GENERALIST	10/12/17	10/19/17	327	Active recruitment
PLANNER II	10/06/17	10/13/17	32	Applicants forwarded for review
PUBLIC DEFENDER	10/4/17	10/21/17	24	Active recruitment
SOLICITOR	10/4/17	10/21/17	28	Active recruitment
RISK MANAGER	10/03/17	10/13/17	62	Applicants forwarded for review

Onboarding

- Transition date **January 8, 2018**
- Developing Phase Three Employee Transition Plan for Parks and Recreation
 - Anticipated transition of 40+ employees
 - Employee onsite meetings to review and confirm their job title and salary is scheduled week of November 13, 2017
 - Completed response to the FAQ created by Parks and Rec staff
 - Pre-meeting with Parks Administrative Staff held on October 16
 - Topics of discussion included their concerns, planned and proposed incentives
- Pre-meeting with Parks Administrative Staff held on October 16
- Pre-meeting scheduled with Fire Department HR to be held on October 26

- Pre-meeting scheduled with Police Recruitment/ HR to be held on October 26

Worker's Compensation (WC)

- Coordinating with vendor (Paychex) on safety analysis and plan
- Awaiting hiring of Risk Manager to finalize worker's comp plan

Classification and Compensation Plan

- Recommending a HRIS to automate process– *Depending on budget*
 - A HRIS is necessary to accurately control and manage personnel expenses by position using the adopted pay and class plan.
- Reviewing organizational charts to recommend the appropriate job classification, salary, and specification for all departments (continuous)
- Preparing a recommendation for the City's Compensation Philosophy
- Analyzed the requested new classifications and prepared a recommendation to add the classifications to the plan per FY18 budget requests
 - Presented the revised Class and Comp Pay Schedule to Council during the special called meeting on October 17
 - Revised Pay and Class adopted by Council during the 10/17 meeting
 - Developed "Above the Minimum" methodology which provides a recommendation for an entry salary rate that is above the minimum rate for the position

Employee Guidebook- Personnel Policies and Procedures

- Developing recommendation for city-wide internship through policy to be published in the final Personnel Manual
- Preparing policy for the City's At-Will procedure for all employees, except those in the Merit System (Firefighters below the rank of Deputy Chief and Police Officers below the rank of Major) to be published in the final Personnel Manual
- Reviewing Personnel Policies and Procedures of similar municipalities for final recommendation of the Personnel Manual
- UPDATE: Final drafted guidebook recommendation will be presented on October 24

Benefits

- Completed implementation of the City's COBRA plan through Wage Works
- Meeting with Mass Mutual weekly to begin implementation of the City's Retirement Plans (continuous)
 - Education Sessions will be held on October 31 at 11:00 am and 1:00 pm to allow employees to enroll in the 401a and 457b plan
- Preparing for 2018 Open Enrollments
 - Partnering with Colonial to facilitate paperless enrollment
 - Developing online portal through Colonial Harmony for electronic benefit elections
- Requesting quote for same coverages with same vendors through December 2018

- Kaiser, Aetna, and Eye Med will maintain same rates. Response from BCBS is pending. BCBS is reviewing current employee experiencing rating
 - Recommend maintaining same coverages and providers until all employees are transitioned from the County
- Weekly meetings (in-person and conference calls) with benefit partners to coordinate enrollment for new and transitioning employees (continuous)